

## CONVOCATION CHECKLIST

\_\_\_\_\_ If you are a graduate student, choose a favorite music faculty person to hood you, and confirm his or her plans to participate in the ceremony by April 13.

\_\_\_\_\_ **Order your regalia via the Herff Jones web site by 11:59 p.m. on April 20** <http://www1.herffjones.com/college/graduation> or come to campus on one of the three days listed below. Measurements will take place in the Authors Corner of the Illini Union Bookstore during the following days and times:

<b>Date</b>	<b>Time</b>
Wednesday, April 1	10 a.m. to 3 p.m.
Tuesday, April 7	10 a.m. to 3 p.m.
Monday, April 20	10 a.m. to 3 p.m.

\_\_\_\_\_ **Complete online SoM Convocation Registration by 11:59 p.m. May 1.** <https://webtools.uiuc.edu/formBuilder/OrganizationSecure?id=1812846>

\_\_\_\_\_ Pick up tickets for the Campuswide Ceremony at the Campus Information Desk at the Illini Union, the Assembly Hall Ticket Office, or the Graduate College (for doctoral degrees). You do NOT need tickets for the School of Music Convocation ceremony, however, you DO need to register (see link above).

\_\_\_\_\_ Pick up cap, gown, and hood at the ARC on Thursday, May 14 (10–5), Friday, May 15 (9–5), Saturday, May 16 (8–noon). Pay rental fee (check or cash only).

\_\_\_\_\_ May 17, 2 p.m., Assembly Hall, Campuswide Ceremony.

\_\_\_\_\_ May 17, 5:30 p.m., School of Music Convocation—Smith Memorial Hall (degree candidates should arrive by 4:45 p.m.; report to 2nd floor, north halls of Smith).

\_\_\_\_\_ Return your regalia at the ARC by 8 p.m. Sunday or between 8 a.m. to 5 p.m. on Monday. A **late fee of \$5 per day will go into effect on May 19** at 5 p.m. by Herff Jones.

Congratulations on your academic achievement at the University of Illinois! The School of Music is proud to honor you as one of its graduates.

Sincerely,

*Suzanne Hassler*

Suzanne Hassler, Coordinator  
University of Illinois School of Music  
Office of Alumni Relations & Development