

UCF College of Medicine Commencement Ceremony Information

May 20, 2016

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Commencement Event Schedule

Friday, May, 20, 2016, 10:00 a.m. ceremony

10:00 a.m. Commencement ceremony begins for College of Medicine

12:00 p.m. Approximate time ceremony ends

Helpful Tips for the Graduate

Some tips to help make your commencement more enjoyable!

- Plan to be at the UCF Venue 75 minutes prior to their commencement ceremony.
- Graduates should keep in mind that travel to the UCF Venue may take longer than expected. The procession begins 20 minutes prior to the scheduled ceremony start time. **Graduates who arrive after the procession begins will not be guaranteed a seat.**
- Use of electronic devices is prohibited during the ceremony (cell phones, iPads, pagers, or two-way radios).
- Graduates must stay for the duration of the commencement ceremony.
- UCF is proud to be a smoke-free campus.

Diplomas

Diplomas will not be issued if the graduate's record is on hold. The Office of Student Affairs will notify students of any outstanding financial, registrar, or other obligations prior to the commencement ceremony. All obligations must be met in order to receive a diploma and official transcripts.

Official Academic Regalia

Graduates participating in UCF commencement ceremonies are required to wear official UCF regalia available exclusively through the UCF Bookstore.

Regalia Return Information

All rental regalia must be returned in original condition **immediately following the commencement** ceremony at the Barnes & Noble at UCF near the UCF Venue. Credit cards will be charged full price for any regalia not returned. The prices are \$1350.00 for doctoral regalia. Refunds are possible with the exception of a late restocking fee (\$80.00 for doctoral regalia) if regalia is returned in original condition after credit cards have been charged.

Photography

Photos will be taken by GradImages during the ceremony. You will receive your proofs soon after

the completion of the ceremony for you to order. You are under no obligation to purchase photos. You can order directly from their website once you receive your customer number (either via email or through the mail). Orders can be placed online at www.gradimages.com.

Graduate Processional, Individual Recognition, and Recessional Instructions

Graduate Processional

Representatives from the Barnes & Noble at UCF will be available for assistance with official academic regalia inside the UCF Venue.

- Faculty marshals and university staff will direct line-up activities and will be available to assist graduates before and during the commencement ceremony.
- **The university reserves the right to request that graduates change inappropriate attire before they will be allowed to participate in the commencement ceremony.**

Individual Recognition

Throughout the ceremony, graduates will appear before family, friends, fellow graduates, and business and professional leaders from our community. Graduates should represent themselves and the university with dignity, decorum, and pride. The university reserves the right to ask anyone to leave the ceremony. Guests should refrain from bringing the following items into the UCF Venue: bottles, cans, containers, alcoholic beverages, noisemakers, air horns, laser pens, silly string, confetti, banners, signs, or posters. Professional photography is available the day of commencement by GradImages. Guests are prohibited from taking pictures on the floor and near the commencement stage. Thank you for helping us honor each and every graduate on this special day.

Recessional

Graduates will not be able to leave the ceremony early and should plan to meet their guests once the ceremony concludes. The recessional will be led by the platform party and faculty. After the ceremony guests are encouraged to meet their family, friends, and graduates at the *Victory Knight* statue in front of the UCF *FAIRWINDS* Alumni Center, located across the street from the UCF Venue. GradImages will be available for professional pictures following each commencement.

Information for Individuals with Disabilities

Accessible Parking at the UCF Venue

Those with state disability parking permits may park in Parking Garage D. Signs will be posted. The commencement parking map can be found in this guide.

Access to the UCF Venue for Guests with Disabilities

Please plan to arrive at the UCF Venue at least 75 minutes prior to each ceremony. Plan to park on the first level of Parking Garage D. Wear comfortable shoes. Wheelchairs are not provided.

Accommodations for Guests with Hearing Impairments

A sign language interpreter and reserved seating will be provided at the commencement ceremony.

Accommodations for Guests with Mobility Impairments

Guests using wheelchairs and those unable to use stairs should use the main entrance of the UCF Venue. Posted signs and university staff will direct the guest and one companion to an accessible seating section in the UCF Venue. Wheelchairs are not provided by the Venue.

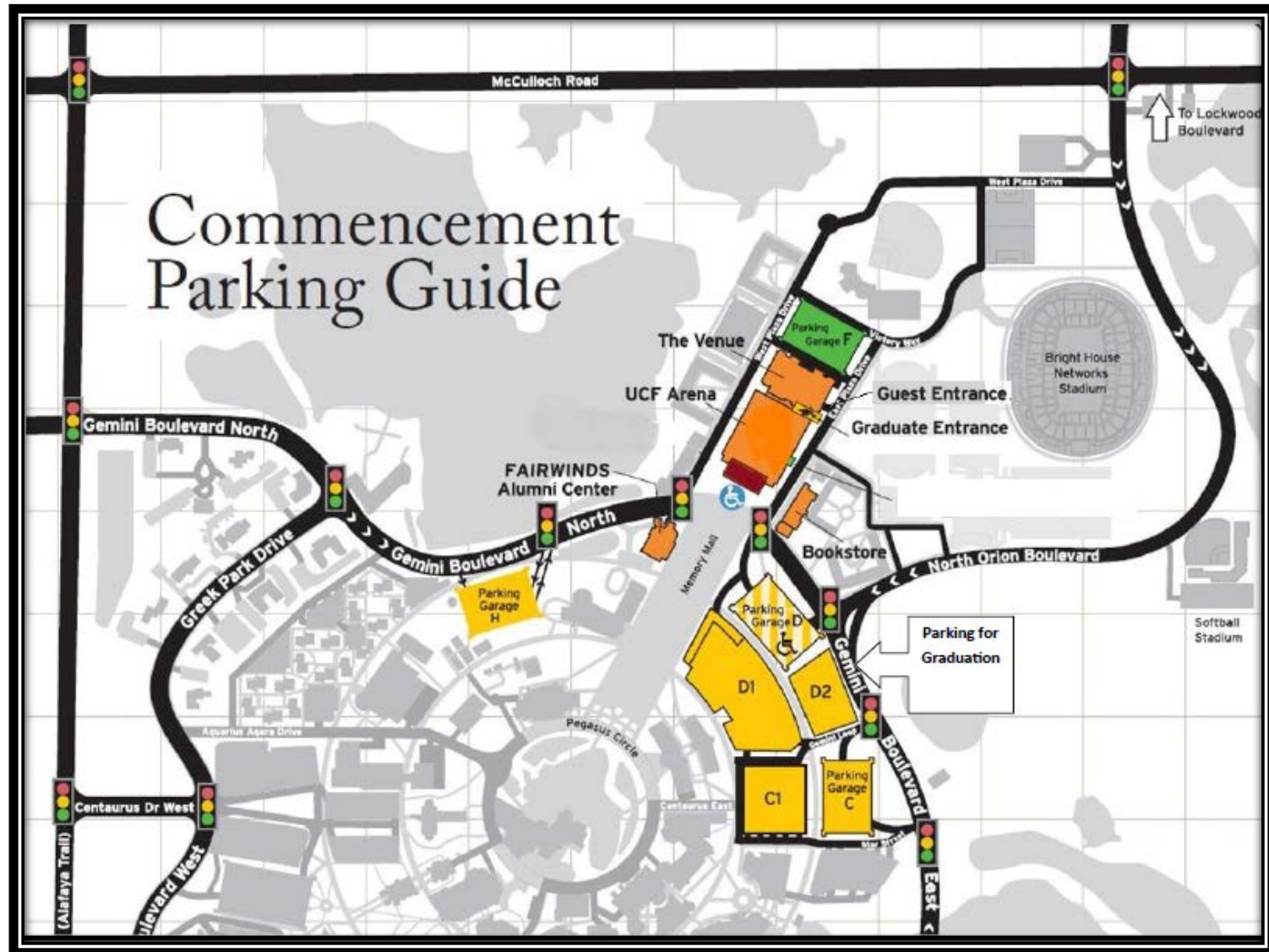
Accommodations for Graduates with Disabilities

Graduates who use a wheelchair, motorized scooter, service animal, white cane, sign language interpreter, or assistive listening devices, have hearing or visual impairments, or need special accommodations should contact the Office of Student Affairs (407-266-1353), in advance, to make special arrangements.

Information to Share with Your Guests

- Information about UCF's Commencement is available online at www.med.ucf.edu/commencement.
- Guests should keep in mind that travel to the UCF Venue may take longer than expected. Guests should plan to arrive approximately 75 minutes prior to the ceremony.
- Free parking is available in Parking Garage D. Parking for guests with mobility impairments is available in Parking Garage D. Wheelchairs are not provided for guests with mobility impairments. Guests must provide their own.
- Early arrivals will have the best choice of seating. Doors open 90 minutes prior to each ceremony.
- Guests interested in sitting together should arrive together.
- Most guest seating is general admission. Some seating is reserved for platform party guests.
- UCF is proud to be a smoke-free campus.
- Commencement bouquets and corsages are available for purchase at the UCF Venue, but can only be given to graduates after the ceremony. Vases are not permitted inside the UCF Venue, but may be purchased after the ceremony.
- For lost and found, contact a Venue staff member.

Parking



UCF Venue Policies

UCF Venue policies are designed to ensure the safety and comfort of all UCF graduates and their guests. A security check will be conducted for all guests and graduates entering the venue. Patience during this process is appreciated.

To maintain the dignity of this formal occasion, the following items are **NOT** permitted inside the UCF Venue: bottles, cans, containers, vases, alcoholic beverages, noisemakers, air horns, laser pens, silly string, confetti, banners, signs, or posters.

Baby strollers and balloons are **NOT** permitted in seating areas but can be checked at the UCF Venue's main lobby prior to the ceremony.

Flowers are permitted inside the UCF Venue, but may not be given to graduates prior to or during the ceremony. Vases are not permitted inside the UCF Venue, but they may be purchased after the ceremony.

UCF is proud to be a smoke-free campus.

Pagers, two-way radios, and cell phones are permitted, but they must be turned off upon entering the UCF Venue.

Wheelchairs are welcome inside the Venue, but guests and graduates must provide their own. **Wheelchairs are not provided by the Venue.**

Photography and Recording Equipment

The University of Central Florida has arranged for GradImages to take professional pictures of all graduates as they cross the stage during the ceremony. After the ceremony, photographers will be available outside the UCF Venue and in front of the UCF *FAIRWINDS* Alumni Center for individual and family photos. Graduates will be contacted at a later date with purchasing information, but are under no obligation to purchase photos.

While cameras and video recording equipment are permitted, guests are required to photograph or videotape from their seats only and must not obstruct the view of others.

Important Phone Numbers

UCF Information Center (407) 823-2000

This is a general information number for the University of Central Florida.

UCF Venue (407) 823-3070

Guests and graduates may call this number for guest and mobility impairment seating information.

Florida Relay Service TDD (800) 955-8771

Barnes & Noble at UCF (407) 882-0364

Graduates may call this number for official cap and gown information.

University Police (407) 823-5555

Graduates and their guests may call this number in case of emergency or if they are in need of vehicle assistance.

Directions to the UCF Venue

From Miami, Ft. Lauderdale, West Palm Beach, Melbourne, and Southeast Florida:

- I-95 to SR 50 (Colonial Dr.) West
- Stay on SR 50 (Colonial Dr.), *approx. 15 Miles*
- Right on SR 434 (Alafaya Trail), *approx. 3.0 Miles*
- Right on University Blvd.
- Right on Gemini Blvd., follow road around to the UCF Venue on the right, *approx. 1.0 Mile*

From Tampa, Lakeland, St. Petersburg, Clearwater, International Drive, Universal Studios, Walt Disney World, and SeaWorld:

- I-4 East to Toll Road 408 (East-West Expressway)
- Toll Road 408 (East-West Expressway) to SR 417 (Greeneway) North Toll Road
- Exit on University Blvd. East, follow road past SR 434 (Alafaya Trail) intersection into campus, *approx. 2.7 Miles*
- Right on Gemini Blvd, follow road around to UCF Venue on the right, *approx. 1.0 Mile*

From Tallahassee, Pensacola, Panama City, and Northwest Florida:

- I-10 East to I-75 South
- I-75 South to Toll Road Florida Turnpike South
- Exit turnpike at Toll Road 408 (East-West Expressway)
- Take East-West Expressway to Toll Road SR 417 (Greeneway) North
- Exit on University Blvd. East, follow road past SR 434 (Alafaya Trail) intersection into campus, *approx. 2.7 Miles*
- Right on Gemini Blvd, follow road around to UCF Venue on the right, *approx. 1.0 Mile*

From Downtown Orlando:

- East on Toll Road SR 408 (East-West Expressway)
- Take Toll Road SR 417 (Greeneway) North toward Sanford, *approx. 4 Miles*
- Exit on University Blvd. East, follow road past SR 434 (Alafaya Trail) intersection into campus, *approx. 2.7 Miles*
- Right on Gemini Blvd, follow road around to UCF Venue on the right, *approx. 1.0 Mile*

From Orlando International Airport:

- SR 528 (Beeline Expressway) East to SR 417 (Greeneway) North (Both Toll Roads)
- Exit on University Blvd. East, follow road past SR 434 (Alafaya Trail) intersection into campus, *approx. 2.7 Miles*
- Right on Gemini Blvd, follow road around to UCF Venue on the right, *approx. 1.0 Mile*

From Jacksonville, St. Augustine, Daytona Beach, and Northeast Florida:

- I-95 South to SR 50 (Colonial Dr.) West

- Stay on SR 50 (Colonial Dr.), *approx. 15 Miles*
- Right on SR 434 (Alafaya Trail), *approx. 2.0 Miles*
- Right on University Blvd
- Right on Gemini Blvd, follow road around to UCF Venue on the right, *approx. 1.0 Mile*

Hotel Accommodations

See below for a list of UCF area hotels. Reservations should be made directly with the hotel. Some hotels may offer special discounts/rates for guests attending the UCF commencement.

Doubletree by Hilton Hotel Orlando East – UCF 12125 High Tech Ave Orlando, FL 32817 407-275-9000	3028 N. Alafaya Trail Orlando, FL 32826 (407) 282-0067
Comfort Suites UCF Research Park 12101 Challenger Pkwy. Orlando, FL 32826 (407) 737-7303	La Quinta Inn & Suites/UCF 11805 Research Pkwy. Orlando, FL 32826 (407) 737-6075
Courtyard by Marriott/UCF 12000 Collegiate Way Orlando, FL 32817 (407) 277-7676	Double Tree by Hilton Orlando Airport 5555 Hazeltine National Drive Orlando, FL 32812 (407) 856-0100
Days Inn & Suites UCF/Research Park 11639 E. Colonial Dr. Orlando, FL 32817 (407) 282-2777	Holiday Inn Orlando East 1724 N. Alafaya Trail Orlando, FL 32826 (407) 658-9008
Hampton Inn & Suites UCF 3450 Quadrangle Blvd. Orlando, FL 32817 (407) 282-0029	Residence Inn by Marriott Orlando East/UCF 11651 University Blvd. Orlando, FL 32817 (407) 513-9000
Hilton Garden Inn Orlando East/UCF 1959 N. Alafaya Trail Orlando, FL 32826 (407) 992-5000	Towne Place Suites by Marriott Orlando 11801 High Tech Ave. Orlando, FL 32817 (407) 243-6100
Holiday Inn Express Orlando East-UCF 12250 East Colonial Dr. Orlando, FL 32826 (407) 203-8585	The Alford Inn 300 East New England Ave. Winter Park, FL 32789 (407) 998-8090
Best Western Orlando East Inn & Suites 8750 East Colonial Dr. Orlando, FL 32817 (407) 282-3900	Holiday Inn Orlando Airport 5750 TG Lee Blvd. Orlando, FL 32822 (407) 851-6400

Homewood Suites by Hilton

