Barrett Convocation Frequently Asked Questions

When is the next Barrett Convocation ceremony?

Barrett Spring Convocation Ceremony will be held on Tuesday, May 10 at 9:00 a.m. at Wells Fargo Arena.

Please visit ASU’s University Ceremonies Website for the most up to date information on University Ceremonies.

Where is Convocation?

Spring Convocation is located at Wells Fargo Arena on Tempe Campus. Click here for a map.

What do I need to do to prepare for graduation?

1. APPLY
   Apply for graduation and pay your fees by February 15. Apply online for graduation by going to myASU and clicking the "Graduation" tab in the My Programs & eAdvisor box. Please note that a credit card is required. If you do not apply and pay your fee by February 15, there are additional late fees and your name is not guaranteed in the printed program.

2. COMPLETE
   Complete the Barrett Graduation Form - Go to myASU and click the "Graduation" tab in the My Programs & eAdvisor box. Click on “RSVP for Ceremonies” link; on this page you will see forms for each of your colleges including Barrett. Note: this link will appear only for students who have filed for graduation.

3. ORDER
   Order your cap and gown through the ASU Bookstore and click on the Graduation link on the left of this page. If you so choose, you can also order graduation announcements, a diploma frame, class ring, and other memorabilia.

4. GO
   Plan to attend the wonderful ceremonies:
   
   - Barrett, the Honors College Convocation
     Tuesday, May 10, 2016, Wells Fargo Arena, Tempe Campus
• **Undergraduate Student University Commencement**  
  Monday, May 9, 2016, Chase Field, Downtown Phoenix  

• **Deadline Summary**  
  - February 15 - File for graduation deadline  
  - March 21 - Deadline to submit Marching Order form for inclusion in Barrett Convocation Program  
  - April 4 - Deadline to submit Marching Order form for participation at Barrett Convocation (without print inclusion)  
  - April 14 - Thesis deadline  
  - TBD - Barrett Graduation Reception  
  - May 10 - Barrett Convocation Ceremony, Wells Fargo Arena, Tempe Campus

What is the difference between Graduate Commencement, Undergraduate Commencement and Convocation?

• **GRADUATE COMMENCEMENT** is the University ceremony where President Crow confers degrees upon all ASU graduate students (Master's and Doctoral candidates).

• **UNDERGRADUATE COMMENCEMENT** is where President Crow will confer degrees upon all ASU undergraduate students (Bachelor's candidates).

• **CONVOCATION** is a celebratory ceremony where students are individually recognized by the college for their academic achievement. This is the ceremony where student names are called as they cross the stage and receive their diploma cover.

Who may walk in the Barrett Convocation?

Only Spring 2016 graduates who turn in their final signed honors thesis/creative project are eligible to participate in the ceremony. Barrett staff will confirm your eligibility upon your arrival. Please contact your Barrett Academic Adviser to confirm eligibility at 480-965-9155 prior to the week of the ceremony.

How long is the Convocation ceremony?

The Barrett Convocation ceremony will last approximately two hours.

Is there a limit to the number of guests at Convocation? Do guests need tickets for the Convocation ceremony?

There is no limit to the number of guests attending the ceremony and there is no need to tell us the number in advance. **Tickets are not required** for the Spring Barrett Convocation ceremony. Doors to Wells Fargo Arena will open at 8:00 a.m. Guests should enter Wells Fargo Arena through the NORTH or EAST main concourse doors to find seats for the ceremony. Seating is open general admission, though some sections may be closed for graduate, faculty or other event needs. Following the ceremony, all guests
should remain seated until all graduates have left the arena and should plan to meet graduates outside the arena on the concourse.

**How can my friends & family watch from afar?**

Friends and family that are not able to attend the ceremony are able to watch via livestream provided by ASU Media Services. Please visit live.asu.edu. Please note that livestream is available approximately 30 minutes before the event starts.

**How do I file (or apply) for graduation? What does that mean?**

Filing (or applying) for graduation tells the University that you plan to graduate this semester and have all of the credits and coursework completed to qualify. The Spring 2016 Graduation Filing Deadline is February 15. You must file for graduation online or in the Graduation Office (SSV 1st floor) by February 15 in order for your name to appear in the Commencement program. Fees are included below:

- Undergraduate: $50 ($25 for each additional concurrent degree)
- Graduate: $50 ($25 for each additional concurrent degree)
- Late fee, if applicable: $35
- Duplicate Diploma Fee: $35

**Where do I get my cap and gown?**

Graduates must wear an official ASU cap and gown during the Convocation ceremony. Tassels are worn on the right at Convocation since degrees will be conferred at Commencement. Please make your cap and gown arrangements with the ASU Bookstore.

**What should I wear with my cap and gown?**

Graduates are encouraged to dress 'business professional' under their cap and gown for ceremonies. Please be careful when choosing footwear. It is advised to break in and roughen the soles of new shoes prior to the ceremony. Please visit University Ceremonies website for more information about academic regalia.

**I think I'm supposed to have an honor cord- what is this? Where do I get it?**

Honor Cords are worn by undergraduate degree candidates to designate strong academic achievement. To qualify and be awarded an Honor Cord to wear during Commencement and Convocation, students must complete 56 or more hours of resident work at ASU in addition to have the appropriate grade point average. A student's GPA at the end of the previous semester determines eligibility for Honor Cords. Diplomas will reflect the appropriate honors for all course work completed at ASU including the semester prior to graduation. If you are eligible for an Honor Cord, you can pick it up at the Graduation Office, SSV 140 after you apply for graduation. For more information visit
Honor cords are awarded based on these achievements:

- **Summa Cum Laude** = Maroon and Gold Cord, 3.80 to 4.0 GPA
- **Magna Cum Laude** = Gold Cord, 3.60 to 3.79 GPA
- **Cum Laude** = Maroon Cord, 3.40 to 3.59 GPA

**What time should I arrive at for the ceremony? Where do we meet?**

Graduates will check in at 7:30 a.m. at the WEST DOORS to Wells Fargo [upper concourse] to get their reader card then line up and prepare for the processional. Graduates must wear their cap and gown, check in and be in place in order to participate in the Convocation processional.

**Will I get my diploma at Commencement or Convocation?**

Diplomas will be mailed approximately 7-10 weeks after the end of the semester to the permanent address on file with the registrar's office. At Convocation, you will receive a diploma cover with a letter from the Dean.

**Diplomas are mailed in sturdy envelopes, but are not framed, so how can I order a custom frame for my diploma?**

There are two companies that you may choose from through the [ASU Bookstore](https://bookstore.asu.edu/) (click on the Graduation tab on the left side of the page) that will build custom frames with the College logo.

**Will my photo or video be taken during Convocation? Is there a professional photographer or videographer?**

Professional photographers from Grad Images will take photos of graduates as they process onto stage and as they cross stage and accept their diploma cover. These photos are available for purchase after the ceremony. Grad Images will email all graduates with information about the photos that were taken within 48 hours of the ceremony.

For more information, visit their website at [http://www.gradimages.com/](http://www.gradimages.com/).

**Will flowers be available for purchase at the ceremony?**

Flowers and floral leis will be available for purchase both before and after the ceremonies from Commencement [Flowers](https://www.asu.edu/graduation/flowers/).

**What about special accommodations for graduates or guests?**

If you (the graduate) need special accommodations or have a disability, please indicate on your Marching Order form and we will arrange to accommodate your needs.
If one of your guests will need special accommodations, please inform them that they will need to arrive early (doors open one hour prior to the start of the ceremony) and staff at Wells Fargo Arena will assist them with special seating. Seating for patrons with a physical disability is available in all facilities.

Where should I park?

Free parking is available during the ceremony in Stadium Parking, Packard Drive South and Lot 59. Handicapped/disabled parking is available in Lot 58 (east of Wells Fargo Arena) and reservations are not necessary. For more information, visit ASU Ceremonies Parking.

Car pooling will save energy and help alleviate traffic congestion for this event.

For more parking information, please call Parking and Transit Services at (480) 965-6406 or click for the Tempe campus parking map.

How can I stay connected to Barrett after graduation?

- Visit the Barrett website for upcoming events.
- Be part of an insider group of alumni and friends and join the Young Alumni Dean’s Club. You can read about the benefits here.

How can I join the ASU Alumni Association?

To join the ASU Alumni Association, visit their website. https://join.asu.edu/asu_membership

How can I order graduation invitations or announcements for my family and friends?

The ASU Bookstore has custom graduation invitations and announcements available for purchase

If I still have questions about all of this, what do I do?

- For questions regarding your eligibility to graduate from Barrett, contact your Barrett Advising Office [Tempe and Poly: 480-965-9155] [Downtown: 602-496-0557] [West Campus: 602-543-4503]
- For any questions regarding the Convocation Ceremony email barrettevents@gmail.com