



GRADUATION CEREMONY
Class of 2017

**INSTRUCTIONS & GENERAL INFORMATION
FOR GRADUATES, GUESTS AND PUBLIC**

**HYLTON PERFORMING ARTS CENTER
SEPTEMBER 30, 2017**

General Information

DATE:

September 30th, 2017

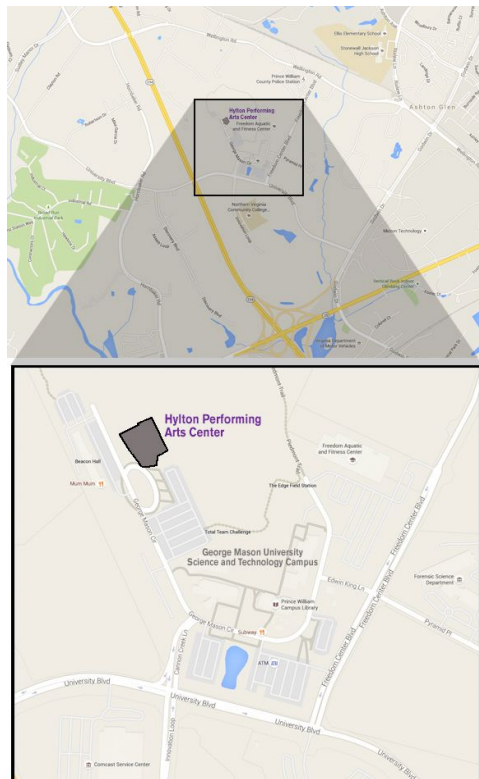
PLACE:

Hylton Performing Arts Center, 10960 George Mason Cir, Manassas, VA 20109

Directions:

The Hylton Performing Arts Center is located at George Mason University's Science and Technology Campus, off the 234 bypass in Manassas. The address of the campus is 10900 University Blvd., Manassas, VA 20110.

From I-66 west, take Exit 44 (2nd exit at Manassas), which is 234 South Bypass (Prince William Parkway). Turn left onto University Blvd; take the first left onto Cannon Creek Road, then left to get to the Hylton Center parking lot.



TIME:

For Graduates: 8:00 am

For Guests: 9.30 am / no tickets required - first come first serve

Parking at the Hylton

Where to Park:

Parking is available in the lot directly in front of the Hylton (shown below in green).

The theater also has a drop-off circle for the convenience of our patrons who would prefer not to walk, and a number of wheelchair accessible parking spaces in the primary parking area, providing close proximity to the facility's entrance.

Review the Hylton's Accessibility page for more information about making your visit to the Hylton Center as accommodating as possible.

Bicycle parking is also available just to the right of the main entrance.

In the event the Primary Parking area is full, overflow parking can be found in the light red color in the adjacent image.

No parking is permitted along George Mason Circle or in the drop off circle unless directed by GMU police.

Accessibility at the Hylton Center

The Hylton Performing Arts Center is dedicated to providing an enjoyable experience, by making their performances as well as their facilities accessible to all.

Below is a list of services that the Hylton Center can provide for patrons needing assistance:

Assistance for patrons who have mobility disabilities:

- Courtesy wheelchairs (limited availability)
- Parking
- Accessible entrances
- Accessible seating (please contact the box office to reserve)
- Accessible restrooms

COMMENCEMENT SCHEDULE

8:00 a.m. – Graduates **MUST arrive at 8 a.m. SHARP** at the Hylton Performing Arts Center and check in at the CalUMS table at the lobby. Make sure that you have your cap and gown with you, and that your name is registered on the graduate list. Then you will be guided to the dressing room in order to get ready.

8:30 am. – Rehearsal and instructions

9:30 a.m. – The Hylton Performing Arts Center opens doors at 9:30 am for families and friends that will attend the ceremony. They will sit according to the order of arrival. Saving seats will be prohibited. **The Hylton Performing Arts Center does not allow balloons or food inside the theater.**

10:00 a.m. – Ceremony starts. Once the ceremony has started, graduates cannot leave their seats under any normal circumstance. Graduates who decide to leave the graduates area will not be allowed back in in their seats. Guests will be allowed in the theater until the venue reaches full capacity.





FREQUENTLY ASKED QUESTIONS

FOR GRADUATES

1. What items can I bring to the ceremony?

We recommend to bring only the basics. You will be busy marching into the theater, walking on stage, etc. Your cap and gown are mandatory; other than that, try to only bring items that can be easily handled during the ceremony, such as your phone, or a small purse. We encourage graduates **NOT to bring backpacks or other big items; otherwise, they will have to be left at the graduates dressing room.** Lockers will not be available. Flowers, greeting cards, and other small items are allowed. No balloons of any kind are allowed in the theater nor in the George Mason University campus.

2. What do I need to have / do in order to be admitted to the ceremony?

Assuming that you already registered with Student Services via e-mail, all you need to do is be at the Hylton Performing Arts Center at 8:00 am SHARP, and bring your cap and gown from Jostens. You just have to check in at the theater

lobby. Your name should be on the list if you previously registered with Student Services. **If your name is not on the registry, you will not be allowed to participate in the ceremony.**

3. What if I do not have my cap & and gown from Jostens?

You **WILL NOT be admitted** to the ceremony as a graduate; **you WILL NOT be allowed to get on the stage to do the procession, and your name WILL NOT be called.** However, you will have the option to sit in the guests section, if seats are available.

4. Can I decorate my cap?

Yes! We encourage our graduates to decorate their caps any way they want.

5. What time should I be at the theater?

For graduates: 8:00 AM

For families and friends: 9.30 am

Family and friends are welcome in the lobby area in case they want to be there before 9:30 am. They will also be able to stand in line until doors to the theater open at 9:30 am.

6. Why do I need to be there at 8:00 am? The ceremony starts at 10 am.

There is a process to get ready to the beginning of the ceremony: You need to check in, receive a name tag, get ready with your cap & gown, be part of the rehearsal, and receive further instructions. This is the reason why you have to be at the theater as early as possible.

7. How long will the ceremony be?

It will be approximately 3 hours long.

8. Can I get out of the theater during the ceremony?

No graduates will be allowed in or out during the ceremony. If you have to leave your seat because of an emergency, **you will not be allowed to come back into the graduates area, but you will be permitted to sit in the guest area if seats are available.**

9. Other than my cap and gown, is there a dress code, or I can wear whatever I want?

There is a dress code: Formal business attire. **NOT ALLOWED: T-shirts, shorts, sneakers, flip-flops, etc.** CalUMS-VA reserves the right of admission to the ceremony.

FOR GUESTS

1. Do I need tickets to attend the ceremony?

No tickets are required. Guests will be admitted on a first-come-first-serve basis until the theater reaches full capacity. After seats are fully occupied, no guests will be admitted. We recommend to be there as early as possible.

2. If I get early to the theater, can I save seats for my friends and family who are on the way?

No. You will be seated with your group and will not be able to reserve seats for anyone who is not present at the moment. Once you arrive, theater personnel will guide you to the next available seats. You can wait in the lobby until your group is complete, and then get your seats.

3. What items can I bring to the theater?

You can bring flowers, presents and other items, but not balloons of any kind. Balloons are not allowed in the whole George Mason campus, including the Hylton Performing Arts Center. Food and drinks are not allowed in the theater.

4. What time should I be at the theater?

Doors open at 9:30 am, but We recommend families and friends to be there earlier than that if possible. The theater lobby will be available since 8 am. The ceremony will start at 10 am. Keep in mind that if too many guests stand in line before doors open, **the line might have to be formed outdoors.**

5. What happens if the theater is at full capacity before I arrive?

You will not be able to enter to the theater.

6. Can I take pictures or shoot video during the ceremony?

Yes, you are welcome to take as many pictures and videos as you wish. You will not be allowed to leave your seat or get close to the stage during the ceremony. However, at the end of the ceremony, and after the master of ceremony indicates so, guests will be able to **get closer to the stage for pictures and videos.**

7. Are there other ways to watch the ceremony other than attending?

The event will be broadcast live via the CalUMS-VA Facebook Page:

<https://www.facebook.com/calumsva/>

Photos, video and other information will be posted as well in CalUMS-VA social media: Instagram (@calumsva), Twitter (@CalUMS_VA), and Facebook (www.facebook.com/calumsva)

8. Can I share my pictures and videos with CalUMS official social media?

Yes! Not only that, but pictures and videos shot by guests and graduates will be used in the official 2017 Graduation video. Please send your videos and pictures to gio@calumsva.edu or include the hashtag #CalumsGraduation2017 in your social media posts.

9. Is free parking available?

Yes, free parking is available in the lot directly in front of the Hylton. (shown below in green). For more details, please check page 3 of this booklet.

