Crown College Commencement Ceremony will be held
Sunday, June 12, 2016
on the UCSC East Field at 9:00 a.m.

Important Dates

**Tuesday, January 12 @ 6:00 p.m.**
First meeting of the Crown Commencement Committee meets in the Fireside Lounge. If you can’t make the meeting but want to participate, contact Serena Dionysus at sdionysu@ucsc.edu. The committee:
- Selects student speakers
- Plans the seniors only reception
- Advises on other programming (e.g. music)

**mid April**
Grad Fair at the Bookstore - Caps, gowns, and commencement announcements can be ordered. Many services will continue to be available until June but ordering during the Grad Fair is best.

**Friday, April 29**
Spring deadline to apply to graduate - http://registrar.ucsc.edu/graduation/undergraduate-students/apply.html

**Friday, April 29**
Deadline for non-Crownies to apply to walk in Crown's commencement ceremony. Form is available on the Crown commencement webpage. All the colleges have the same deadline for non-affiliates. There is a $50 fee.

**Friday, May 6**
Deadline to fill out your Crown Ceremony Registration form on the Crown commencement webpage. If you don't register, we don't know that you want to participate or give you parking passes.

**Sunday, May 8**
Deadline to submit a speech, poem, or story to be presented to your graduating class. For details go to http://tinyurl.com/CrownGradSpeeches

**Monday, May 9**
- Due date to notify the College Programs Office if any member of your party is hearing impaired and will require an interpreter.
- Nomination for College and Community Service Awards due today. Form is on the website.

**Monday, May 16**
Begin picking up parking passes from the Crown Admin Office
- 2 per person for guest parking in the East Remote (this is the same limit for all the colleges)

**Friday, June 10, 9:30 a.m.**
Rehearsal will be held on the East Field; it will last about 45 minutes.

**Sunday, June 12**
Check-in at the East Field House for the ceremony starting at 8:00 a.m.
Optional - Have a family member hold onto your gown rapid return card for you during the ceremony. Using the card means you can skip the gown return line after the ceremony.
To-do List

The Crown commencement website has forms, FAQ and live links to help you.
http://crown.ucsc.edu/activities/commencement.html

☐ Do a preliminary degree progress check before you have to register for spring classes.
Because the Registrar’s staff completes all graduation checks after you finish your final quarter, it is conceivable that you will not receive a notice of any deficiencies until after you think you’re done. If deficiencies are found in a preliminary progress check, you may still have time to fix them. This includes removing “incompletes” in required courses.

You can check your most recent progress on the UCSC Student Portal (my.ucsc.edu). If you need help interpreting your portal information or have questions, drop in to the Crown College Administration Office (at the Crown Circle) and see an Academic Advisor.

☐ Attend the Grad Fair at the Bay Tree Bookstore - mid-April
Get commencement photos, order announcements and reserve a cap and gown.

☐ Apply to Graduate with the Registrar’s Office
The deadline to apply to graduate for spring 2016 is Friday, April 29th. If you do not apply to graduate you will not receive a diploma. If you apply after April 29th you will be charged a late fee and your diploma may indicate a later commencement quarter. This is different than the online form students complete for participating in the Crown Commencement Ceremony.

NOTE - If you will be completing your classes and other degree requirements in summer or later, you should NOT apply in spring; wait and apply to graduate in the quarter when you will be finishing all your academic requirements.

☐ Register to Walk in the Crown Ceremony
All students who want to walk in Crown’s Commencement Ceremony must complete the Crown Ceremony Registration Form by Friday, May 6th. This is different than the online form students complete with the Registrar’s Office applying to graduate.

☐ Submit a speech, poem or award for presentation at the ceremony - Deadline Sunday, May 8th.

☐ Nominate yourself or other graduating seniors for a Crown Service Award - Deadline Monday, May 9th.

☐ Pick up commencement parking passes - Monday, May 16th at 10:00 a.m. - Friday, June 10th at 3:00 p.m.
2 per person for guest parking in the East Remote (this is the same limit for all the colleges)
NOTE: Quarterly Remote parking passes expire at the end of Friday, June 10th.

☐ Update your permanent address on the student portal

☐ Attend Crown’s Rehearsal - Friday, June 10th at 9:30 a.m. on the UCSC East Field
Get valuable information about the procession, seating and name reader cards.
There is a special class gift for all who attend. Parking is free today only in the East Remote.

☐ Check in for the ceremony - Sunday, June 12th starting at 8:00 a.m. in the East Field Gymnasium
Get your name reader cards and start lining up for the procession.

☐ Donate to the Senior Legacy Fund
The Legacy Fund is a scholarship fund collected by this year’s class and awarded by next year’s class council. Four $1,000 scholarships were awarded this year. With your gift of $20.15, we can support current students at UC Santa Cruz. For information on how to give, visit http://giving.ucsc.edu/studentgiving/seniorlegacy, or email classof2016ucsc@gmail.com