ST. MARY’S UNIVERSITY SCHOOL OF LAW
COMMENCEMENT 2020 SCHEDULE OF EVENTS

FROM: Office of the Assistant Dean for Law Student Affairs

This schedule is also available on-line at https://law.stmarytx.edu/student-services/commencement/

ONLINE APPLICATION FOR GRADUATION – Gateway Portal – DEADLINE: March 1, 2020
Students who intend to graduate in May 2020 must apply for graduation through the Gateway portal (“Law” tab, “Apply for Graduation”) no later than March 1, 2020. If you completed the online application for graduation during the fall semester, no further action is needed. If all hours for graduation will not be completed by May, but you wish to Early Walk, please review the Student Handbook § II.C for policies and complete the form on Gateway for review and approval by Associate Dean Lampley.

MANDATORY GRADUATION MEETINGS – ALL graduates MUST ATTEND ONE session; No exceptions or waivers

Wednesday, April 1: 12:15 p.m. in LC 105; 5:00 p.m. in LC 104; 8:00 p.m. in LC 105
Thursday, April 2: 12:00 p.m. in LC 104; 5:00 p.m. in LC 105

ORDER ANNOUNCEMENTS – 2 – 3 WEEK DELIVERY
Order online at http://www.cbgrad.com/school/SMULTX

Orders are sent directly to the student’s address approximately 2 – 3 weeks after order is placed. These are announcements not invitations so they will not include ceremony details.

ORDER ACADEMIC REGALIA – DEADLINE: April 3, 2020
Order online at https://buildagrad.com/stmarytxlaw

Orders for tams, gowns, and hoods are made online. ALL PARTICIPANTS MUST WEAR THE REGALIA PROVIDED BY BALFOUR. Failure to meet the April 3 order deadline will prohibit participation in the ceremony. The regalia is a KEEPSAKE and is not returned after the ceremony. PLEASE NOTE: The Law School covers the cost of the regalia for one (1) ceremony. Students who participated in the December Hooding Ceremony who also plan to participate in the May Commencement Ceremony must reuse their December Keepsake regalia for the May ceremony or purchase another.

ORDER INTERNATIONAL SASHES – INNSBRUCK, BEIJING, OR GUADALAJARA PROGRAMS
Center for International Programs – St. Louis Hall, Room 105 – DEADLINE: April 3, 2020
Students who received full academic credit in either the Austria (Innsbruck), China (Beijing), or Mexico (Guadalajara) Programs are eligible to wear a sash at the May Commencement Ceremony. Visit http://bit.ly/StMULawSashFormSpring2020. The cost is $45 for a single country or $55 for two countries. Following payment to the Business Office, submit the form and payment receipt to Ms. Debra Amador in StLH 105. Sashes ordered by the deadline will be placed in the academic regalia packet.

PURCHASE HONOR CORDS: Members of the Law Journal, The Scholar, Order of the Barristers, Phi Delta Phi, and Laude Graduates are the only student groups eligible to wear honor cords. Only law school approved cords and sashes can be worn at graduation. Any unauthorized cords not listed here will be removed by law administration and could prevent participation in the ceremony. The cords (with the exception of the Laude Graduates) can be purchased from Ms. Yvonne Olfers, Director of Student Records (LAB Room 121), beginning Monday, March 16, 2020. The cost is $10 each, payable by either cash or check. Students who graduate in the top 10% of the Class of 2020 will receive their cords at the Harlan Society Luncheon on Friday, May 15, 2020; graduates in the top 10 – 20% can pick up their cords, with no fee, from Ms. Olfers on either Thursday or Friday, May 14 and 15.

GUEST TICKETS: Seating in the Bill Greehey Arena is limited and guest tickets are required for Commencement. All guests need a ticket to attend; children younger than 2 years do not need a ticket but are required to sit on an adult’s lap. The number of tickets for each graduate is based on the total number of graduation candidates and the available guest seating in the Arena. For the Class of 2020, each graduate will receive 10 – 12 tickets. A final count will be determined after the March 1 application deadline and students will be notified via e-mail of the exact number of tickets they will receive in the regalia packet. Information about how to acquire additional tickets will be sent via e-mail.

PICK UP GRADUATION REGALIA PACKET AND GUEST TICKETS – Barnes & Noble University Bookstore
April 21 and April 22 (Tuesday and Wednesday), 8:00 a.m. – 7:00 p.m., both days
The regalia packet, which will include the graduation gown, tam, and hood, the international sash (if eligible and ordered by the deadline above), as well as the graduates’ allotted Guest Tickets (see the “Guest Tickets” section above) can be picked up at the St. Mary’s University Barnes & Noble Bookstore in the University Center at the dates and times listed above. If you are unable to pick up your regalia during this time, please contact the St. Mary’s University Bookstore, 210-436-3406, to make alternate arrangements. GRADUATION APPAREL CANNOT BE PICKED UP AT THE LAW SCHOOL.
OCS SURVEY: As part of our ABA-accreditation, the Office of Career Strategy (OCS) is required to collect post-graduation employment information from each graduate. This information is submitted anonymously and in aggregated fashion; all personal information is kept confidential. Please go to the “Jobs and Job Offers” tab of CORE and update your profile with your post-grad plans. To access your CORE account, visit https://law.stmarytx.12twenty.com/Login. Please direct any questions about the survey to Kimberly Underdown at kunderdown@stmarytx.edu.