

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

TO: Class of 2020 (August 2019, December 2019, and May 2020 J.D., LL.M., and M.Jur. Graduates)
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.**

FIESTA FAREWELL – Law Commons, Sarita Kenedy East Law Library

April 13, 2020, Monday, 11:45 a.m. – Come celebrate the almost-end of law school at the fiesta celebration immediately preceding the class photo. All graduates, faculty, staff, and administrators are invited.

LAW SCHOOL CLASS GROUP PHOTOGRAPH – Outside RABA

April 13, 2020, Monday, 12:30 p.m. – Includes the 2020 LAW graduates and faculty ONLY. Please dress in business attire. Orders for the pictures by Herndon Panoramics will be taken on-site at a cost of \$35 each. **PLEASE BE PROMPT.**

UNIVERSITY BACCALAUREATE MASS – Bill Greehey Arena, University Alumni Athletics & Convocation Center

May 8, 2020, Friday

5:00 p.m. – Assemble for the academic procession in cap and gown (hoods are to be left at home) in the Auxiliary Gym of the Alumni Athletics & Convocation Center.

5:30 p.m. – University Baccalaureate Mass begins. Persons of all faiths are cordially invited.

Graduates and their family and friends are invited to the Reception following the Mass. Please check Gateway for complete information: <https://gateway.stmarytx.edu/group/mycampus/services/registrar>

MANDATORY GRADUATION REHEARSAL – Alumni Athletics & Convocation Center

May 15, 2020, Friday, 4:00 p.m. – It is very important that you attend this rehearsal, which will last less than one hour. No graduation apparel is needed.

GRADUATION CEREMONY – Alumni Athletics & Convocation Center

May 16, 2020, Saturday

12:00 p.m. – Arena doors open to the public. ***GUESTS MUST HAVE TICKETS TO ENTER ARENA. (See Page 1)***

12:00 p.m. – Graduates report to the Auxiliary Gym of the Alumni Athletics & Convocation Center for robing and lining up.

12:45 p.m. – All graduates are to be in line for the processional into the Bill Greehey Arena.

1:00 p.m. – Commencement begins.

GRADUATION RECEPTION – Sarita Kenedy East Law Library

May 16, 2020, Saturday

3:00 – 5:00 p.m. – Graduates and their guests are invited to the reception immediately following the ceremony.

GRADUATION PHOTOS AND LIVE STREAM: Professional photographers from Flash Photography will take individual pictures of all graduates as they receive their diplomas from the University President and when they exit the stage. Order forms will be available in the Auxiliary Gym for students to complete to receive these photos. A live stream of the Law Commencement will be broadcast. Please check the School of Law’s website for more information.

<https://law.stmarytx.edu/student-services/commencement/>

JOINT DEGREES: Students who earn a joint degree are welcome to attend the University Commencement on Saturday, May 9, 2020, at 1:30 p.m. Please note the Masters diplomas are mailed out approximately 2 weeks following that ceremony. For the Law Commencement on May 16, the joint degree is included in the law program and announced when the joint graduate crosses the stage. ***Please contact Ms. Olfers, yolfers@stmarytx.edu, to confirm your joint degree and ensure this accomplishment is part of the law ceremony.***

GRADES: Final grades for the Spring 2020 semester are due by 5:00 p.m. on Friday, May 29, 2020. You can view your grades on Gateway to monitor individual grades, which are processed by the Director of Student Records shortly after the faculty enter the data. Subject to completion of all degree and University requirements, you will officially graduate from St. Mary’s University School of Law with the effective date of May 16, 2020. Certification of our May 2020 law graduates – LL.M., J.D., and M.Jur. – will occur once all grades, all classes, for the semester are processed and posted. We anticipate this to be no later than mid-June.

MAILING DIPLOMAS: Students will receive their diplomas after we have certified all of our May 2020 graduates. The Law School will schedule “Diploma Pick-Up Days” for 2 days in June. Graduates who do not attend Commencement will have their diplomas mailed to the address provided with the online application. For a change of address, send written notification to Ms. Olfers at yolfers@stmarytx.edu; be sure to include your Student ID number in your message.

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.