



TEXAS A&M UNIVERSITY at GALVESTON

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Department of Marine Sciences

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MEMORANDUM

To: Graduates, Fall 2011

From: Dr. Melanie J. Lesko, Chairman, Commencement Committee

This will serve to let you know a few things about your graduation ceremony. Commencement will begin at 9:00 a.m. sharp on Saturday, December 17, 2011 in the Expo Hall C of the Moody Gardens Convention Center (the right side of the building from the parking garage). Parking is free, so park in the garage in front of the convention center and come in the doors on that side. Go across Hall C to the north lobby for robing and to line up. You will need to be in this area no later than 8:40 a.m. so you can get your robes on and have time to find your place in the processional. **All graduates must have a cap and gown (which you need to reserve through our bookstore) except cadets who will wear Service Dress Blue uniforms.**

There will be a rehearsal in the TAMUG Gym on Friday, December 16th at 10 a.m. It is extremely helpful, so **plan to come if possible.** There will be a practice run-through of the ceremony with a seating arrangement similar to what we will have at Moody Gardens. We will put you in the order you will be in for the Commencement processional so you will know where you are sitting and who should be next to you. The announcer will practice calling your names (and take notes on pronunciation) and you will walk through the process. You need not bring your cap and gown to the rehearsal. We will also do a final check on your status, permanent addresses and give you other information for former students.

Since there is plenty of room at Moody Gardens, you will not need tickets for your guests. The commencement reception will follow immediately after the ceremony, and there will be plenty of photo opportunities. There will also be a professional photographer.

If you have any guests with disabilities that would like to either come and use their wheel chair or sit in other more accessible spaces, there are provisions available. All of the seating will be on the floor, so chairs on the ends of rows can be removed if needed. You can drive up fairly close to the doors for dropping off the limited mobility guests.

Should you have any questions, please give me a call at ext. 4517 or email me at leskom@tamug.edu, or call Herminia Sandoval at ext. 4515. **Also, if you know anyone who thinks they are graduating and who did not receive this information, please have them contact me or Susan Stakes (740-4416) immediately.**

c: ADM Robert Smith
Dr. William Seitz
Dr. Donna Lang
Commencement Committee
Academic Departmental Offices
Naval Science
Corps Office
TAMUG Bookstore