

FAQs

7th 2019

COLLEGE COMMENCEMENT CEREMONY

How do I apply for graduation?

Apply through your myUH account. The deadline to apply for graduation is October 15, 2019 with a \$25 filing fee. Students can apply late from October 16, 2019 through November 15, 2019 with a \$50 filing fee. No applications will be accepted after the November 16, 2019 deadline. Your graduation is contingent upon successful completion of your degree requirements and coursework by the end of the 7th 2019 semester. An application for graduation does not necessarily mean that you will be approved for graduation.

When and where is the commencement ceremony?

The Conrad N. Hilton College of Hotel and Restaurant Management Fall 2019 commencement ceremony is scheduled for **Friday, November 15, 2019 at 10 a.m.** at the University of Houston's Cullen Performance Hall.

Will my name be listed in the commencement program?

We make every effort to ensure that all graduating students who apply on time are in the commencement program. However, if at any time you have requested privacy protection for your academic records your name cannot be published in the program unless you have indicated on your application for graduation that you want your name to be included. Although your name might not be included in the printed program, you will still be individually recognized by name as you cross the stage during the College commencement ceremony.

What do I wear?

Academic regalia (the traditional black mortarboard cap and black and red gown) are required for all graduates. The University of Houston has selected official UH regalia, and we strongly encourage you to purchase your regalia at the UH Bookstore.

Regalia colors for Hilton College:

- **Baccalaureate:** Navy blue tassels; no hood
- **Master's and Doctoral:** Black tassels; red, white, navy blue hoods

Tassel placement:

- **Baccalaureate:** Tassels are worn on the right side of the cap before the ceremony and are then moved to the left side when directed to do so.
- **Master's:** Tassels are worn on the left side of the cap before, during and after graduating.
- **Doctoral:** Tassels are worn on the left side of the tam or cap before, during and after graduating.

Where can I buy my invitations, class ring and cap and gown?

Graduation invitations, UH class rings and your academic regalia (cap and gown) all can be purchased at the UH Bookstore located in the Student Center. You also can make a purchase online with Herff Jones.

Are there any required meetings I must attend before the ceremony?

YES, there is a **MANDATORY** meeting you *must* attend if you plan to participate in the ceremony. This meeting is the only opportunity to discuss graduation and ask questions. Plan on attending one of these meetings. **All meetings will be held in CHC-S260, the Blue Computer Lab.**

Monday, October 21	10 – 11 a.m.
Monday, October 21	1 – 2 p.m.
Tuesday, October 22	8:20 – 9:30 a.m.
Tuesday, October 22	12:30 – 1:30 p.m.
Wednesday, October 23	9 – 10 a.m.
Wednesday, October 23	12 – 1 p.m.
Thursday, October 24	10:30 – 11:30 a.m.
Thursday, October 24	1:30 – 2:30 p.m.
Friday, October 25	9 – 10 p.m.
Friday, October 25	12 – 1 p.m.

When is the Graduation Fair?

The Graduation Fair will be at the UH Main Campus Bookstore (126 University Center) on September 24 - 26, from 10 a.m. to 4 p.m. Representatives will be on hand to assist in ordering caps, gowns, hoods, honors cords as well as announcements, UH rings and diploma frames.

Will I graduate with honors?

Undergraduate students who have completed the graduation requirements of the Honors College, including a senior honors thesis or senior honors project, are graduated with “University Honors with Honors in Major.” Undergraduate students who have completed all requirements of the Honors College except for the thesis or project are graduated with “University Honors” (*see University Honors College*). Undergraduate students who successfully complete a senior honors thesis or senior honors project and who are not members of the Honors College are graduated with “Honors in Major.” Undergraduate students who complete their degree requirements will graduate with the stated academic honors if they achieve the following grade point averages earned in the last 54 hours (all of which must be A, B, C... letter grade courses) completed at the University of Houston. Grades of S, U, I and W are not assigned grade point values and are not used in the computation of the grade point average.

Honors Categories

Summa Cum Laude (3.9 to 4.0 - with highest honors)

Magna Cum Laude (3.7 to 3.89 - with high honors)

Cum Laude (3.5 to 3.69 - with honors)

Furthermore, the honors calculation will include all hours completed in the semester in which the first of those 54 hours was completed.

What do my guests need to do?

When inviting guests, please be advised of the following:

- Doors will open one hour before the ceremony.
- This is a ticketed event. Guests will only be granted entry with an official ticket.
- Saved seats are prohibited and will be strictly enforced by security and ushers.
- Doors to the Cullen Performance Hall will close if maximum capacity is reached. This decision is made by the fire marshal and not the University.

Where do we park?

Graduates and guests attending the Hilton College commencement ceremony are asked to park at the Hilton University of Houston, the Welcome Center parking garage or the East Parking Garage. We strongly suggest that family and friends arrive well before the ceremony is scheduled to begin.

What about special accommodations?

Students with guests who are mobility impaired will need to contact the Hilton College Office of Academic Services **no later than December 1, 2019** for any additional assistance or requests.

Is there a rehearsal before the commencement ceremony?

There is no rehearsal for the commencement ceremony.

When and where do I show up, and what do I do for commencement?

You should arrive in full academic regalia **no later than 8:30 a.m. on Friday, December 13, 2019** at the Hilton University of Houston's **Shamrock Ballroom**. Family and guests should go directly to the Cullen Performance Hall.

***NOTE:** Please leave purses, cell phones and other personal belongings with your families. The Hilton College staff cannot be responsible for safeguarding your possessions.*

How long does the commencement ceremony last?

The commencement ceremony should last approximately two hours.

Is there a reception after the ceremony?

Yes. We invite you and your guests to join us immediately following the ceremony for a reception at the Hilton University of Houston's Waldorf-Astoria Ballroom.

How do I get a good photograph?

Family and friends should feel free to bring cameras and video recorders and take as many pictures as they like. However, they must remain in their seats during the ceremony; they cannot stand in the aisles. We also suggest that family photographers take photos at home and at other locations on campus prior to or after the ceremony. A professional photographer, Flash Photography, will be taking individual photos during the ceremony. Flash Photography will send the proofs to you so that you can decide if you want to order prints. The photographer will already have your mailing address. If you do not receive the proofs within 30 days of your graduation, please contact Flash Photography at 800-410-8070.

When do I get my actual diploma?

Diplomas are normally mailed eight weeks after the official end of the semester. Students can check the status of their diploma at www.MichaelSutter.com/UH. Diplomas are mailed directly to students at the most current address provided through their myUH student account. The diploma-printing company will also send e-mail notifications to diploma recipients indicating when diplomas have been mailed. It's important to keep contact information updated in myUH to avoid shipment delays.

***NOTE:** There is a \$25 fee for each additional diploma ordered. This fee does not apply to the initial diploma mailed upon graduation but will apply to additional copies as requested on the diploma order form.*