

COMMENCEMENT INFORMATION BULLETIN #4

Issued 2 June 2025

Sent on Behalf of the San Diego College of Continuing Education Office of Student Affairs

PLEASE READ THIS MESSAGE IN ITS ENTIRETY

This is the *fourth* information bulletin regarding Commencement 2025, and is being sent to all students who indicated participation in this year's event as of 2 June 2025. The previous bulletin can be found at <https://www.sdcce.edu/commencement-2025>

In this bulletin, you will find:

- Reminder: FINAL Cap and Gown Pick-Up and details
- Ceremony Location Information – Parking Map attached
- Seating and Accommodations Information
- Rehearsal
- Day of Commencement

REMINDER: CAP and GOWN PICK-UP CONCLUDES TODAY

Cap and gown distributions will take place according to the following schedule:

- **TODAY**, June 2: Educational Cultural Complex, Room B-101

All distributions take place from 10:00AM until 12:30PM, and 1:30PM until 6:00PM on the days indicated ONLY.

A photo ID is required in order to pick up your cap and gown.

TODAY IS YOUR LAST OPPORTUNITY TO PICK UP YOUR CAP AND GOWN BEFORE THE CEREMONY.

After today, you will **only** be able to get a cap and gown on the day of Commencement, at the Organ Pavilion, starting at 2PM. Note: we will **not** have equipment available at the Pavilion to iron/steam your gown, and it will have creases if you wear it straight out of the package.

We STRONGLY RECOMMEND you make every effort to pick up your regalia TODAY.

A reminder that, if you send an individual to pick up your cap and gown on your behalf, you must provide a release (which is as simple as a letter or other written document – no particular form is required). The individual picking up on your behalf will need to bring this release with them to the cap and gown distribution. The following information must be included in the written release:

- Your name and CSID number
- The name of the individual picking up on your behalf
- Your signature

When readying your regalia, be careful with the use of an iron, as the material is not designed for high heat applications.

We encourage you to decorate your cap however you like – in fact, we are offering everyone a spare cap to use if you'd like to test out your artistic skills in advance of the ceremony! Get creative!! You are also welcome to wear any additional regalia that is appropriate to your graduation – for example, stoles celebrating your heritage, leis, and the like are welcome! If you would like to purchase additional regalia, the City College Bookstore will be available at the Organ Pavilion with a selection available for purchase.

Please note: *Many of you have requested a "fuller cut" gown - however, those supplies are very limited, and as noted on the Participation Form, the gowns run much larger than average apparel. You will be offered a standard cut initially on pick-up - if you are certain, after trying on your gown, that you require a fuller cut, you can return the gown and receive the option.*

CEREMONY LOCATION INFORMATION

As a reminder: the Commencement Ceremony will be held at the **Spreckels Organ Pavilion** at Balboa Park. Also attached to this message is a map of the Park, indicating the location of the Pavilion and parking options.

Parking at Balboa Park can be challenging. There are **no reserved parking spaces available for graduates or guests**, and parking at the event is first-come, first-served. It is recommended that you arrive *early* on the day of Commencement to allow plenty of time to park and walk; you can also ride the free Balboa Park Tram to the Organ Pavilion from the Inspiration Point Parking Lot, accessed at Park Boulevard and President's Way.

DO NOT ATTEMPT to park in the Organ Pavilion Lot, except for students and guests with a valid disabled parking placard – even then, the available disabled parking is ***very limited***.

BALLOONS ARE EXPRESSLY FORBIDDEN AT BALBOA PARK, by City Ordinance. Please tell your friends, family, and other guests: **DO NOT, under any circumstances, bring balloons to the event!** Guests who arrive with balloons will be **turned away** and sent back to their vehicles to leave balloons behind. This is for a variety of reasons, not least of which is the active airspace for San Diego International Airport immediately above the facility.

ACCOMMODATIONS REQUESTS

As a reminder, specific accommodations requests were due on Tuesday, May 27 to the DSPS Office. If you did ***not*** make a specific request and need assistance, please contact them at (619) 388-4812 to determine availability.

For your guests requiring accommodations, including seating for wheelchair access, hearing impairment, or to be in sight of the screens for the event, please stop by the Information Station at the foot of the West Colonnade and speak with an usher (see Organ Pavilion Map for details).

REHEARSAL

All graduates are invited and strongly encouraged to attend the Rehearsal at the Organ Pavilion on **Thursday, June 5**, starting at **2PM**. You will have the opportunity to ask questions, walk through the facility, and receive last-minute updates regarding the event. We will be on-site from 2PM until 5PM that day, working with rehearsing volunteers and other elements of the Ceremony, so feel free to stop by at any point (though the best time will be at 2PM, which is dedicated to students and your questions).

DAY OF COMMENCEMENT

Weather forecast for Friday is presently showing a high temperature of 75 degrees, and sunny. However, as we *all* know, weather can change dramatically in a few days: we recommend planning for the possibility of overcast and cooler conditions by dressing in layers. I also see a 5% chance of precipitation, but I wouldn't worry too much about that ... yet.

On **Friday, June 6**, be sure to give yourself *plenty of time* to arrive at Balboa Park, get settled, and ready to **check-in starting at 3PM**. Attached to this message is also a layout of the Organ Pavilion which highlights the areas detailed below.

To cross the Pavilion at any point after 2PM, use the main "fire lane" which cuts across the center of the Pavilion and is marked with yellow arrows on the attached map. There will be absolutely **NO ACCESS** from the West Pavilion to the East Pavilion at the staircase – do **NOT** cross fences and obey directions from the ushers.

At check-in, located at North Pavilion East, you will be given a card to write your name on, to be announced by the name readers on stage. The card will have two lines: one for your name as you would normally write it, and one line to add a phonetic spelling of your name, to assist the name readers with pronunciation. Only names will be read from the microphone – we are unable to read additional messages due to time constraints.

Once you are checked in, stop by the Glamour Table next to the Check-In to get sunscreen and other supplies to look your best. Also located near Check-In and Glamour will be a photo area, where you can take pictures to commemorate the day – **please note: this year, we will no longer hold specific class/program photo times**. A staff photographer will be on-hand at the photo area to assist with arranging and taking photos, starting at 3:30PM or soon thereafter, and continuing until shortly before the ceremony begins.

At North Pavilion West, visit the City College Bookstore table to purchase additional regalia to celebrate your achievements, or stop by the Foundation table to learn more about the alumni association.

Seating for guests is first-come, first-served, and is available in the rear section of the Organ Pavilion, and along the sides. Graduate seating is reserved at the front center sections of the Pavilion. Volunteer ushers will be available to assist with seating and directing individuals to the appropriate sections. Guests with accommodations needs should speak with an usher or stop by the Information Station located at the west side of the Pavilion for access.

Guests are *not* permitted to sit with graduates in the reserved seating area; this includes minor children. Please be sure to have a responsible adult, age 18 or older, remain with your children in the appropriate guest seating area. This event will be held RAIN OR SHINE. **Commencement typically runs about 2 hours – we ask that you plan to remain through the entire program.**

If you have a specific question NOT covered in this bulletin, please contact us at SDCCESStudentAffairs@sdccd.edu