



**FRESNO STATE**<sup>®</sup>

**College of Arts and Humanities**

**COMMENCEMENT  
GUIDE**

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## Commencement Ceremony Information

### College of Arts and Humanities Commencement 2024

#### Twenty-Sixth Annual Commencement

Friday, May 17, 2024

12:45pm – 2:30pm

Save Mart Center (SMC)

Ceremony Coordinator: Brenna Barks ([bbarks@csufresno.edu](mailto:bbarks@csufresno.edu)), Dean's Office,  
College of Arts and Humanities

Please note: we hold commencement just once a year, so students graduating in Summer or Fall 2023 will be honored in the Spring 2024 commencement.



### Communication

It is very important that students check their **Fresno State** email address regularly. Fresno State email is the primary way for us to communicate information about commencement with graduates. After the emails go out, all updates will be posted to the College of Arts and Humanities commencement website: [cah.fresnostate.edu/commencement](http://cah.fresnostate.edu/commencement)

The website also houses the commencement guide and our [FAQs](#).

### Registration

Graduates who wish to participate in the ceremony, will need to complete the [registration form](#). This is created by the Alumni Association and typically becomes available in early Spring. It is also posted on the commencement website.

The registration form is how graduates communicate to us how they would like their name to appear in the program, if they are a double major within the college which department they will be walking with, whether they need any accommodations and what those are, etc.

### Walking Early

Students who will not complete all graduation requirements until Summer or Fall 2023 may still walk in the Spring 2024 ceremony. Please register to participate using the same link and indicate that you are “walking only”. Students who are walking early are not eligible for honor cords.

If you are a master’s student who wishes to walk early, please complete the registration form, but also check with your major department – being hooded before all requirements are complete is at their discretion.

### Expectations

**University Commencement has a zero-tolerance policy for disorderly behavior.** All events are alcohol, drug, smoke, vapor and tobacco-free. Graduates and guests will not be permitted to carry alcoholic beverages into ceremony sites or consume them there. Intoxicated or disruptive individuals will not be permitted into the event, or will be escorted from the venue.

For more information please see the university commencement website:

<https://commencement.fresnostate.edu/graduate-info.html>

**There will be no handshaking, hugging, or selfies on the stage during the ceremony.** Your faculty and program coordinators will either position themselves after the photo booths to the left of the stage to greet you, or let you know where to meet them on the lawn after the recessional for congratulations and celebrations.

### Regalia

Grad Boxes are sold by the Alumni Association, and typically go on sale in late January. A Grad Box contains your cap, gown, tassel, and a general Fresno State

stole (typically dated with the graduation year). If you are receiving your master's degree it will also contain your hood.

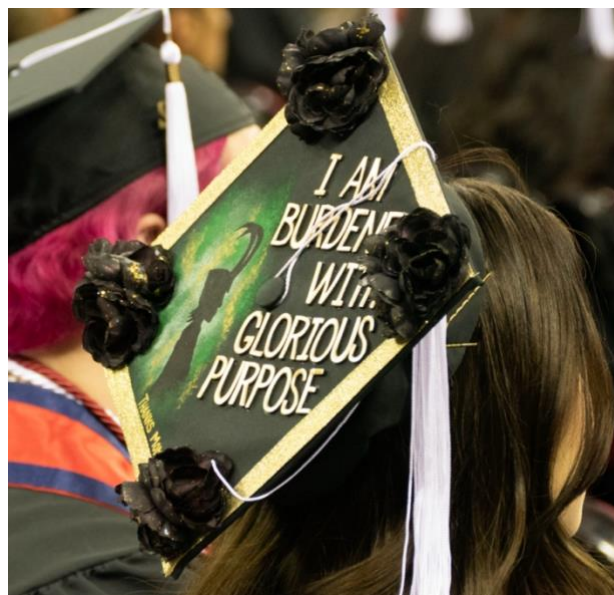
If you choose not to pre-order a Grad Box, the Kennel Bookstore begins selling the regalia (cap, gown, tassel) typically by the end of March.

### College Stole

Graduates can purchase a College of Arts and Humanities stole (undated) online. Shipping is included and stoles purchased between March and April 30 will be mailed to graduates' mailing addresses as listed on MyFresnoState. Stoles purchased between May 1 and 13 will need to be picked up in person; this is because we cannot guarantee stoles purchased after April 30 will be delivered before the commencement ceremony.

### Cap Decoration & Other Personalization

We do not have any limitations on graduates decorating their caps, or wearing more than one stole to honor different societies, associations, or to honor personal heritage and identity. We do ask graduates to keep in mind that children and families will be present, and that you do not want to invade a fellow graduate's personal space when you are seated during the ceremony.



### Tassels

The official College of Arts and Humanities tassel is white for undergraduates and black for graduates, however if you choose to wear a different tassel (either the red and blue Fresno State tassel, a rainbow tassel, etc.), that is perfectly acceptable.

For those receiving their **undergraduate degrees**, you will wear your tassel on the right side of you cap. At the end of the ceremony, when the university president

confers your degree you will ceremonially move your tassel to the left to indicate you have graduated.

For those receiving their **graduate degrees**, you will wear your tassel on the left side as you already have your undergraduate degree. Your hood is the indicator of your graduation.

## Honors Cords

Undergraduates meeting the university's criteria to graduate with honors, and who are participating in the ceremony are eligible to receive honor cords commensurate with their achievement as a gift from the dean. Eligible graduates received an email on April 22 with instructions on how to collect their cords.

Honors at the time of graduation from the university are awarded to undergraduate students based on the following criteria:

1. Students must have an overall minimum grade point average of 3.5 on all work attempted.
2. Students must have a minimum grade point average of 3.5 on all work taken at the university.

The grade point average earned at California State University, Fresno determines which honors the student receives:

**GOLD: Summa Cum Laude (highest honors) 3.90 to 4.00**

**SILVER: Magna Cum Laude (high honors) 3.70 to 3.89**

**WHITE: Cum Laude (honors) 3.50 to 3.69**

Since the requirement for honors could change, students are requested to check the current [General Catalog](#) for the criteria in effect at the time of graduation.

Master's graduates do not receive honor cords. It will instead be listed on your degree and transcripts that you graduated with distinction.

## Announcements, Invitations, Printing

Graduates can have graduation announcements and invitations for family and friends printed at the Kennel Copy Center (basement of the Kennel Bookstore). The [Fresno State Print Shop](#) can print custom signs, banners, and more.

## Accommodations

### Graduates

Graduates needing accessibility accommodations should make sure they are in communication with [Services for Students with Disabilities](#) (SSD). The SSD office will reach out to our graduation coordinator on your behalf as needed. Please also list your accommodations needs on the registration form.

### Guests

Any guests needing accommodations should contact the Save Mart Center. Their accessibility information is available [here](#), and for further information guests can call (559) 278-3400.

## Save Mart Center Entry Policies

Everyone – staff, faculty, graduates, and guests – must comply with the Save Mart Center’s (SMC) entry policies and protocols, including their “clear bag” policy. These protocols are subject to change, so make sure you and your guests review them [here](#) before you arrive.

## What to Expect on the Day!

**Please make sure your phone is on silent.** We do not want anyone’s graduation moment interrupted unnecessarily.

### Schedule

**12:15pm:** Graduates arrive, go through security, and line up.

**12:45pm:** The procession begins.

**1:00pm:** Graduation ceremony begins.

**2:30pm:** Recessional

## Before the Ceremony

### 1. Photography Cards

Graduates will receive information nearer to the ceremony date about when photography cards can be collected from your department office for completion.

**Everyone must bring their completed photography card to the ceremony.** It is both used by Flash Photography, the official photographers for the event, to contact you about your photos AND is used by our name readers to announce your name as you cross the stage.

Complete the side for the photographers, and then write your name phonetically (how it should be pronounced) on back. **Keep this card in a safe place as it will be used to read your name at the ceremony.**

### 2. Security Check

Graduates need to arrive at the loading dock of the Save Mart Center (NE corner of the SMC, see image below) by **no later than 12:15pm.**



**GRADUATES SHOULD NOT BE WEARING THEIR REGALIA** – you will need to go through a security check and a metal detector before you are allowed down the loading ramp to the dock. The ramp is steep, so we recommend you take this into account when choosing your footwear. There will be time to put on your regalia when you line up for the procession.

There will be no place to store bags or other items, and after crossing the stage you may not return to the same seat so **keep your belongings to a minimum, and keep them with you at all time.**

### 3. Photography Card Check

After the security check at the top of the ramp, students will stop at the photography card tables just inside the loading dock so we can verify you have your card! Additional cards will be available here in case of loss or damage, but note that if you have your card with you and ready to go, you will not be delayed in lining up for the procession!

### 4. Lining Up for the Processional

After you complete the photography card, College of Arts and Humanities (CAH) staff and student volunteers will direct you to the tunnel where you will line up with your major department.

| South Tunnel (Shaw side):   | North Tunnel (Parking lot side):  |
|---|---|
| <ul style="list-style-type: none"> <li>• Liberal Arts</li> <li>• Linguistics</li> <li>• Media, Communications and Journalism</li> <li>• Modern and Classical Languages and Literatures</li> <li>• Spanish MA</li> <li>• Music (BA and MA)</li> <li>• Philosophy</li> <li>• Theatre and Dance</li> </ul> | <ul style="list-style-type: none"> <li>• Art, Design and Art History (BA and MA)</li> <li>• Communication (BA and MA)</li> <li>• English (BA, MA, MFA)</li> </ul> |

You will head down the tunnel until you find either a sign on the wall indicating your major department (and degree if your department has both undergraduate and graduate degrees) and/or the faculty standard bearer who will be holding up the degree standard (red and blue fabric standard). You will line up behind the standard (or sign, if the standard bearer is running a little late).

This is the best time to put on your regalia. We will have extra bobby pins, safety pins, mirrors, hand sanitizer, etc. in each tunnel with CAH staff members and volunteers to assist as needed.

## During the Ceremony

**REMEMBER: Silence your cell phones.**

### Processional

The processional onto the arena floor **will begin promptly at 12:45pm**. Follow your standard bearer in a single-file line onto the floor and follow the directions of our CAH staff marshals to your seats. **Students are not seated in alphabetical order**. Please see the graphic on page 12 for the processional and seating arrangements (and so your guests know what side of the arena to sit on!).



### Ceremony

The program will begin with remarks from the university president, provost, dean, associate dean, and ASI president.

When the time comes for degree recipients to be acknowledged, you will stand and follow marshals' directions to the stage. The student seated next to the standard bearer will have a yellow card at their seat. Take this with you.

**DO NOT LEAVE YOUR BELONGINGS AT YOUR SEAT.** When you return, you may not return to the same seat.

After you enter the stage, hand your photography card to the name readers to be read, then cross the stage. Students with the yellow card will hand that to the reader as well as their photography card.

**There will be no handshaking, hugging or photography on the stage.** Faculty who wish to congratulate you will be able to meet you as you exit the photo booths to the left of the stage, or on the lawn outside after the recessional.

At the bottom of the opposite staircase you will take your formal portrait with Flash Photography, there will be a "candid" photo opportunity as you leave the formal portrait stations and return to your seats.

Follow our marshals' directions to return to the seats.

## Hooding of Master's Recipients

For master's degree recipients, you will process up the stairs with your hood over your left arm. **Make sure the hood is open, with the button facing out.**

You will be called in threes to be hooded by Associate Dean Sergio La Porta, your department chair, and your grad coordinator, simply hand them your hood when you reach them, then turn to face the arena. **There will be no handshaking or hugging during the hooding.** Your graduate coordinators and faculty will either greet you after the candid photo opportunity, or let you know where to find you after the recessional for selfies, congratulations, etc.

## After the Ceremony

At the end of the ceremony, President Saúl Jiménez-Sandoval will confer your degrees. The platform party (president, cabinet, deans, and chairs) will exit first, followed by faculty.

You will then be released row by row by the marshals and will exit up the west staircase (behind your seats, see page 12) and then head outside. Your friends and family can meet you on the lawn outside near Shaw Avenue.

## Late Students

If for some reason you arrive late (either during or after the procession), a staff member will guide you to a seat with your department at an appropriate moment during the ceremony.

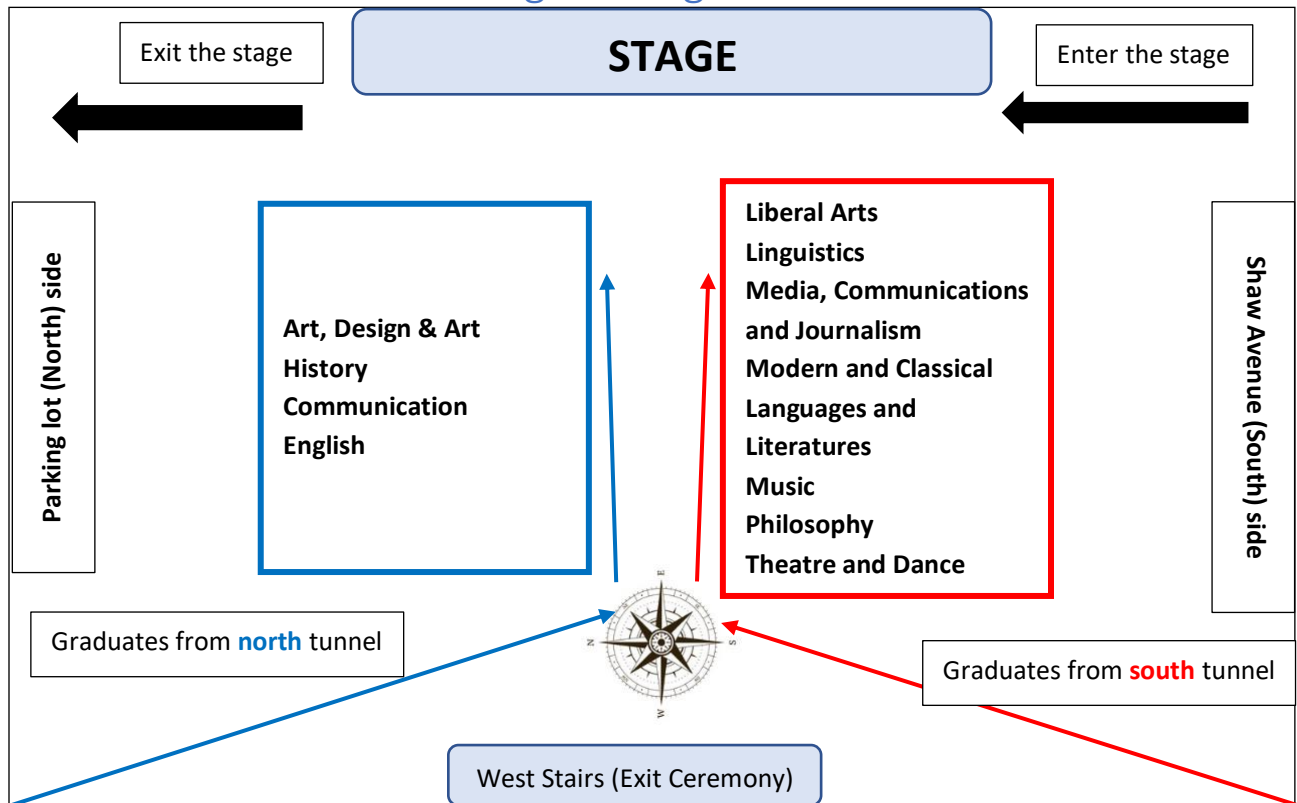
## Diplomas

Degrees are not distributed at commencement, but mailed out by the Office of the University Registrar three to four months after the graduation date. Please see all the details, including the timeline for degree mailings here:

<https://studentaffairs.fresnostate.edu/registrar/undergraduate-degree-evaluations/graduation.html>



## Processional and Seating Arrangements



## Information for Guests

**Tickets are not required and the number of guests is not limited.**

**Please review the Save Mart Center [visitor entry requirements](#) in advance. Only clear plastic, vinyl or PVC bags that do not exceed 12" x 6" x 12" will be allowed inside Save Mart Center. Small clutch bags, 4.5" x 6.5" x 2" can be taken into the arena in addition to one of the approved clear bags. An exception will be made for any necessary medical items, but such items are subject to inspection.**

Balloons, food, confetti, loud horns and strollers **will not be allowed** inside the Save Mart Center.

Parking will be impacted due to overlapping ceremony guests, so we encourage guests to carpool. Also, make sure your guests have enough time to park, get through security, and be seated in time for the procession to begin at 12:45pm. We suggest an arrival time of about 12:20pm to be sure.

After the ceremony, guests can meet their graduates on the lawn area outside next to Shaw Avenue.

### Accommodations

The Save Mart Center can provide accommodations for those guests who need them. We recommend that you review their "Accessibility" and "Accessible Seating" sections of the [SMC's policies and procedures website](#), and call them at (559) 278-3400 if you have further questions.

### Live Streaming

For guests unable to attend in-person, the ceremony will be live streamed by the university via [the main commencement website](#). Please note, that the livestream is managed outside the College of Arts and Humanities.



## Further Information and Questions

All information about the 2024 commencement ceremony can be found on the [College of Arts and Humanities commencement website](#), and the [university commencement website](#).

If you still have questions, please email Brenna Barks at [bbarks@csufresno.edu](mailto:bbarks@csufresno.edu).



**Congratulations Class of 2024!**