



## THOMAS R. KLINE SCHOOL OF LAW OF DUQUESNE UNIVERSITY

### COMMENCEMENT CEREMONY Saturday, May 18, 2024

The School of Law Commencement will be held at 2:30 p.m., on Saturday, May 18, 2024, in the UPMC Cooper Fieldhouse. **Tickets are not necessary** for family and guests to attend the ceremony. A reception will be held in the UPMC Cooper Fieldhouse on the Mezzanine level immediately following the ceremony.

**Graduation:** All graduates should report to the Auxiliary Gym on the first floor of the UPMC Cooper Fieldhouse by **2:00 p.m. for robing and line-up**. **Graduates should enter via the Magee Street entrance - Gate B** (Music School side). Family members and guests should enter at the Forbes Avenue entrance where they will receive a Commencement Program. Doors will open at 1:30 p.m.

**Parking:** Free parking will be available in the Locust Street and Forbes Avenue Parking Garages. There are accessible parking spaces for those with disabilities available beside the Cooper Fieldhouse, and Parking Office staff will be on hand to direct those who need it to other available accessible parking spaces.

**Commencement Mass:** Mass will be held at 1:00 p.m. in the University Chapel, Administration Building. **Graduates wishing to serve as greeters, readers, or gift bearers during Mass are asked to notify Dean Kwisnek at [kwisnek@duq.edu](mailto:kwisnek@duq.edu) by Monday, April 29, 2024.**

**Graduation Fair:** Graduates are required to wear the authorized Duquesne Kline School of Law academic regalia provided through the University Bookstore. A Graduation Fair will be held in **the Upper Student Lounge of the Law School on Wednesday, March 20, 2024, from 10:00 a.m. to 1:00 p.m. and 4:30 p.m. to 6:15 p.m.** University Bookstore representatives will be on hand to assist you with regalia orders.

**Graduation Regalia:** Graduates can also order regalia online at <http://colleges.herffjones.com/college/duquesne/> at a cost of \$127.94. This price includes the tam, gown and tassel. Regalia ordered by March 26, 2024 may be picked up at the campus bookstore. An email will be sent when the regalia is available for pick-up. Orders submitted after March 26th may incur additional late fees.

Students may also choose to ship the regalia directly to their homes. The last day to place a ship-to-home order is April 17, 2024. Orders placed after that date may also incur late fees.

**Juris Doctor Hoods:** Students can choose to purchase a hood with their regalia or borrow a hood from the School of Law. Thus, graduates have three options:

1. Borrow a hood from the School of Law at no cost – it will be on the chair in the gym when you line up, and you will return it immediately after the ceremony.

2. Purchase a Keeper Hood (\$60), which is made out of the same material as the gown, online with the rest of the regalia for a total cost of \$187.92.
3. Purchase a Custom Hood (\$198), which is made of higher-quality fabrics, at the Graduation Fair or from the campus bookstore. The custom hood cannot be ordered online. The grand total for this option with the rest of regalia would be \$325.94.

**Class Photos:** A professional photographer has been retained to take class photos. The day division photo will be on Wednesday, April 3, 2024, at 12:00 p.m. The evening division photo will be on Wednesday, April 3, 2024, at 5:30 p.m. The photos will be taken outside on the front steps of the School of Law. In the event of rain, the day division photo will be taken in the Union Ballroom and the evening division photo will be taken in Courtroom 302. **Students should dress in professional business attire for the photo.**

**Graduation Announcements:** The School of Law will give each graduate one packet of five graduation announcements at no charge. An email will be sent when announcements are available for pick-up in the Main Office. Additional announcements will be available on a first-come basis.

**Diplomas and Transcripts:** Graduating students must have a \$0.00 student account balance to receive their diplomas. No degree will be conferred, nor any transcript released until all debts are paid in full including library late fees and parking tickets.

**Employment Survey:** Graduating students are expected to complete an employment survey prior to Commencement. The ABA requires that we collect this information from every graduate. In mid-March, the Career Services Office will email students with additional information and instructions.

**Certificates of Appreciation:** If you would like to thank a loved one/friend who supported you through law school, Certificates of Appreciation are available. View a sample certificate and complete the form online at <https://www.duq.edu/academics/colleges-and-schools/law/academics/registrar/law-graduation.php> by May 6, 2024. The certificate(s) will be signed by the Dean and given to you on graduation day.

#### **IMPORTANT GRADUATION-RELATED DATES**

**GRADUATION FAIR**.....March 20<sup>th</sup> - 10 am-1 pm, 4:30 p.m.-6:15 p.m.

**ORDER REGALIA** online: <http://colleges.herffjones.com/college/duquesne/>..... March 26<sup>th</sup>

**DAY CLASS PHOTO**..... April 3<sup>rd</sup> 12:00 p.m.

**EVENING CLASS PHOTO**..... April 3<sup>rd</sup> 5:30 p.m.

**GRADUATION ANNOUNCEMENTS**..... pick up in Main Office- date TBD

**CERTIFICATES OF APPRECIATION (for loved ones)** .....submit online request by May 6<sup>th</sup>

**COMMENCEMENT** .....Saturday, May 18<sup>th</sup>

<b>Commencement Mass</b> <b>University Chapel, Administration Building</b>	<b>1:00 p.m.</b>
<b>Robing and Line-Up</b> <b>Auxiliary Gym, First Floor, UPMC Cooper Fieldhouse</b>	<b>2:00 p.m.</b>
<b>Ceremony</b> <b>UPMC Cooper Fieldhouse</b>	<b>2:30 p.m.</b>
<b>Reception</b> <b>UPMC Cooper Fieldhouse Mezzanine level, immediately following graduation</b>	<b>4:00 p.m.</b>