



COMMENCEMENT TICKET INFORMATION

Spring 2020

Spring Commencement 2018 will be held at Wessman Arena, 2701 Catlin Ave, Superior, WI 54880, on May 16, 2020 at 2:00pm.

*All Students **ARE** required to claim all tickets by completing the online Claim Form at www.uwsuper.edu/graduation by March 29, 2020. All questions can be answered by calling the Registrar's Office at 715-394-8228 or emailing graduation@uwsuper.edu. Up to 3 tickets may be reserved per student.

TICKETS AND DISTRIBUTION:

Due to occupancy restrictions ALL GUESTS attending commencement will need to present a guest ticket at the door for entry to the ceremony.

- Each graduating student will have **3 tickets** set aside for pick up.
- **Students must present a valid phone ID to pick up tickets**
 - Graduating students may pick up tickets during the Grad Fair on **Tuesday, April 14, 2020** from 11:00am-1:00pm in the YU Shippar Atrium.
 - **Wednesday April 15, 2020** is the first date graduating students can pick up their tickets at the Registrar's Office in Old Main 139.
- Students must pick up their tickets by **Thursday, April 30, 2020**. Tickets not picked up will be put into a general pool of tickets and will be given to students requiring additional tickets. *See "Additional Tickets" for more information.*
- If you have any extra tickets we ask that you return them to the Registrar's Office so we may redistribute to students that are hoping to locate more than 3 tickets.

*Distance Learning Students and students who graduated Fall 2019 are not required to physically pick up their tickets BUT must claim them with the online Claim Form at www.uwsuper.edu/graduation by March 29, 2020. These students may pick-up their tickets at the venue the day of commencement.

CHILDREN REQUIRE TICKETS:

Since building capacity is based on individuals, every guest entering the Arena must present a guest ticket. This includes **babies** and **small children**, even if they will sit on adult laps. We invite you to consider utilizing our overflow room (which does not require tickets) so children can move freely around. *See "Overflow Rooms" for more information.*

STUDENTS, FACULTY AND STAFF ATTENDANCE:

- Students that have RSVP'd to walk at commencement with the Registrar's office will not require a ticket since their name will be on our check-in list at the ceremony.
- Faculty / Staff that have RSVP'd to walk at commencement with the Provost's office will not require a ticket since their name will be on a check-in list at the ceremony.
- Staff who have RSVP'd to volunteer at the ceremony will be given an access pass but may not sit in the ceremony area unless they have a ticket to do so.

COMMENCEMENT TICKET INFORMATION Cont.

ADDITIONAL TICKETS:

We encourage students to solicit extra tickets from classmates who are also graduating but may not be attending the ceremony. If students are not able to locate additional tickets for their guests the following process will be utilized:

- Students may put their name on a wait list by completing the Claim Form at www.uwsuper.edu/graduation with how many additional tickets they require.
- After the March 29, 2020 deadline, students will be notified if wait list tickets were received, and will be distributed for students for pick-up April 14, 2020.
- The same deadlines will apply for additional tickets as the original 3 tickets allotted.
- After the April 30, 2020 pick up deadline, remaining tickets will be counted and redistributed on a first come, first serve basis.
- Students on the wait list will be notified throughout May 4th– May 15th regarding how many additional tickets they were able to receive.
- Additional tickets must be picked up/claimed by 4:20pm May 15, 2020. NO TICKET DISTRIBUTION will occur after 4:20pm on May 15, 2020 until the doors open for the ceremony.
- At the ceremony a “guest services” table will be set aside for attendees to drop off any last-minute additional tickets they may have. Guests who seek additional tickets on commencement day can inquire at the Guest Services booth and available tickets will be redistributed on a first come first served basis.

OVERFLOW ROOMS & LIVE STREAM:

- Guests that could not provide a ticket at the ceremony will be allowed to watch the ceremony live on a projection screen in the Yellowjacket Room in Wessman Arena.
- A live stream will also be provided online and can be found on the University’s website the day of Commencement.

QUESTIONS? Contact the Registrar’s Office at:

715-394-8228 or registrars@uwsuper.edu
