



Texas A&M University-San Antonio

OFFICE OF THE REGISTRAR

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Congratulations Graduates!

It's almost that time for your family, friends and the University community to celebrate your hard work!

This email contains important information regarding the Fall 2023 Commencement Ceremonies.

Arrival Information

Candidates must arrive for the check-in process at Freeman Coliseum **no later than one hour before the start of your ceremony on Tuesday, December 19th**. Each ceremony is anticipated to last two to two and a half hours. There is **no** rehearsal/practice for the commencement ceremonies. Don't forget your cap and gowns also! **Please DO NOT BE LATE for the check-in process. Late arrivals will be seated at the back of the stage floor and may not be seated with their major/degree group.**

Not sure what ceremony to attend? [Our website has a breakdown of what ceremony to attend based on your major!](#)

*****PLEASE NOTE*****

We will be celebrating our graduates with a special glow-in-the-dark party after the conferral of their degrees. If you have photosensitive epilepsy or other conditions with sensitivity to light, please be aware that as the ceremony concludes, lighting in the Freeman will be dimmed for a brief period of time where flashing and intense lights will occur (strobing or flashing lights might also occur during this time). We will announce when the lights will be turned off to give ample time for guests and graduates who would like to exit. We encourage family and friends to participate in the celebration of our graduates by turning on the flashlights on their phones. The lights will be turned back on for the recessional and the exiting of family and friends.

Street Entrance: Graduates will enter the Freeman Coliseum complex through WEST GATE and park in GATE A/LOT 9. Signs will be posted to direct you to the correct entrance gate.

Student Graduate Parking Pass Pick Up:

Don't forget your parking pass! Parking passes for complimentary parking for graduates only will be available for pickup in the Enrollment Services Center (formerly the Welcome Center) in the MADLA building, room 111. The parking passes will be available for pickup until December 18th until 5PM.

You must have your graduate parking pass to **avoid** paying a \$10 (cash only) parking fee.

Building Entrance: Follow the signs for "Graduate Entrance."

Allow yourself plenty of time to get to the Coliseum and park. Traffic will be heavy this day due to the ceremonies. **Family and guests will use a separate entrance and will not be allowed in the check-in area.**

Check-in Area: Graduates should refrain from bringing personal items (purses, bags, etc.) with them to the ceremony. **The University and Freeman Coliseum will not provide storage and are not responsible for any lost or stolen items.** Please note that you will be standing for some time before the ceremony starts, so comfortable shoes are advised.

Check-in Process: Candidates are required to pick up their name card at the check-in tables, then proceed to line up for the procession. The candidates name cards are in alphabetical order, and numbered. Once you have your name card, you will line up based on the number that is written on your name card. There is signage on each table to locate your name card and volunteers will be present to assist you in the check-in and line-up process. Staff volunteers will be present throughout the ceremony to assist and guide you through the Ceremony.

Diploma Information:

You will receive an email from Parchment once degrees have been awarded. An E-Diploma will be available as soon as you receive the email from Parchment to claim, and you will then click the link in the email to log into Parchment to do so. Once claimed, you'll have a 72 hour window to update your address with Parchment if the one we've provided that is on file with the University is not correct, so be sure to keep an eye out for that email! The physical diploma will then be mailed out to you from Parchment within 5-6 business weeks.

Transcript Information:

Transcripts **will not** have degrees awarded until our office completes the awarding process after all final grades have been recorded, so please select the option to "hold until degree is posted" when [ordering transcripts](#). Once the degree has been awarded, you will receive an email letting you know degrees have been posted to your transcripts, and those who have a transcript order on hold will automatically be released. Degrees will be posted on transcripts within 3-4 business weeks after the end of the semester.

Please note that if you have an outstanding balance or hold on your account, transcripts and diplomas **will not** be released until they have been cleared.

Information for Guests

Doors open for guests an hour prior to the ceremony, and seating of all guests will be on a first-come, first-served basis; tickets are **not** required for guests, and there is no limit to the amount of guests you can invite. Please note that guests are not permitted to hold seats. Ushers have been directed to fill seats that are unoccupied. Please respect other families and the Freeman Coliseum staff as they fill the coliseum for the ceremony.

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The Ceremonies will be livestreamed, and a link will be posted on our webpage before the day of the ceremonies. <https://www.tamusa.edu/graduation-services/index.html>

Parking

Parking will be \$10 (cash only) for guests. Park in GATE B/LOT 1. Please observe all reserved and handicap accessible parking, as well as fire zones.

Accommodations

Guests with mobility needs are strongly encouraged to arrive early, as seating will be on a first-come, first-served basis. The Freeman Coliseum offers an abundance of wheelchair-accessible seating within the general seating area and allows one other guest to sit with the guest with mobility needs. Please inform the ushers at the Freeman if you are needing seating accommodations.

Please call the Disability Support Services office at (210) 784-1335 for additional questions or concerns.

Prohibited Items

Strollers, balloons, posters and banners are not allowed inside the Coliseum. We understand that these items are often incorporated into the celebration, but ask that they be left in your vehicle. We want each guest to have the opportunity to experience and enjoy the complete

commencement ceremony without concerns of disruption. Please note that all weapons are prohibited at Texas A&M University-San Antonio commencement ceremonies.

Congratulations, and we look forward to celebrating you on this milestone!

RESPECTFULLY,

GRADUATION SERVICES, OFFICE OF THE REGISTRAR
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