

Commencement Handbook



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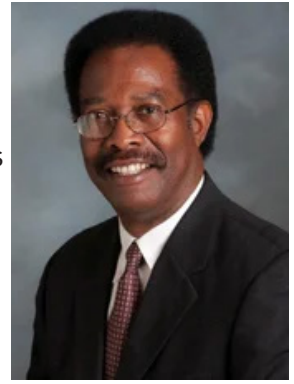
Hail to the Matadors
By: Richard Kaufman, '72

Hail to all the Matadors
And to our school so dear.
As we move along the road of life,
let us keep from doubt or fear,
For the knowledge which we find here,
for all who urge us on.
The spirit of the Red and White
will brighten every dawn.
Where the sun is shining
And where truth leaves an open door,
To honor strong and courage tall
We hail our Matador!

PLEASE NOTE: The material presented throughout this Commencement Handbook may be modified as deemed necessary by University administration. Every effort has been made to ensure that the Handbook is accurate upon publication. The following information is current as of print. California State University, Northridge and the CSU Board of Trustees reserve the right to change, suspend, or cancel without notice, all or part of the policies, procedures, and information presented.

Dear Graduating Student:

On behalf of the faculty, staff, and administration of California State University, Northridge, I want to extend my congratulations to you upon the completion of your degree program during Fall 2022, Spring 2023, or Summer 2023. As such, you are eligible to participate in the annual Commencement exercises for California State University, Northridge, which will be held May 19, 2023 through May 22, 2023.



It is my hope that this digital Commencement Handbook will provide you and your guests with the information needed to plan for this important celebration. You will find helpful information on the ceremony schedules, day-of-ceremony guest and graduate guidelines, safety measures, and a list of important phone numbers and weblinks for a variety of campus partners and vendors.

Tickets will be required for all guests attending one of our Commencement ceremonies. Information on ticketing can be found in this handbook, and on the main Commencement website. I encourage you to learn how to secure guest tickets, and I ask that you request only those tickets your guests will be using. You will receive messages in your CSUN email account with further information on this process.

We thank you for attending California State University, Northridge. Moreover, we encourage you to remain involved with the campus community through the Alumni Association, your academic department, other University organizations, and campus events.

I look forward to seeing you at your Commencement ceremony!

Sincerely,

A handwritten signature in black ink, appearing to read "William Watkins". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Dr. William Watkins
Vice President for Student Affairs & Dean of Students

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COMMENCEMENT SCHEDULE

SATURDAY - MAY 13TH, 2023

Honors Convocation

6:00 PM

Recognizing outstanding graduating students

FRIDAY - MAY 19TH, 2023

Ceremony 1

College of Engineering & Computer Science

6:00 PM

College of Science & Mathematics

SATURDAY - MAY 20TH, 2023

Ceremony 2

College of Social & Behavioral Sciences I

8:00 AM

(Africana Studies, Anthropology, Criminology & Justice Studies, Geography, History, Sociology, Urban Studies/Planning)

Ceremony 3

College of Social & Behavioral Sciences II

6:00 PM

(Political Science, Public Administration, Public Sector Management, Psychology, Social Work)

Michael D. Eisner College of Education

SUNDAY - MAY 21ST, 2023

Ceremony 4

College of Humanities

8:00 AM

College of Health and Human Development I

(Communication Disorders, Family & Consumer Sciences, Kinesiology)

Ceremony 5

College of Health and Human Development II

6:00 PM

(Assisted Tech Studies, Child & Adolescent Development, Environmental & Occupational Health, Health Sciences, Nursing, Physical Therapy, and Recreation & Tourism Management)

MONDAY - MAY 22ND, 2023

Ceremony 6

David Nazarian College of Business & Economics

8:00 AM

Ceremony 7

Mike Curb College of Arts, Media, & Communication

6:00 PM

All ceremonies will take place at the University Library Lawn. Each program is expected to run approximately 2 hours. The ceremony will allow the reading of the attending graduates' names. The executive officers of the University will be in attendance at each ceremony to offer congratulations.

NOTE: Students participating in Commencement must attend the ceremony for their own College. As guests, students may attend ceremonies for other Colleges, but will require tickets.

PREPARING FOR COMMENCEMENT

PARTICIPATION IN CEREMONY

Students who may participate in the 2023 Commencement Ceremony are those who have earned their degrees at the conclusion of the Fall 2022 Semester, and those who expect to earn their degrees at the conclusion of the Spring 2023 or Summer 2023 semesters. Candidates must have submitted an application to the Office of Admissions and Records by March 3rd, 2023. Failure of this submission may result in not being eligible to participate in the 2023 Commencement Ceremony.

Undergraduates can verify if they have successfully applied to graduate by contacting Undergraduate Degree Services at (818) 677 - 3781.

Graduate Students can verify if they have successfully applied to graduate by contacting Graduate Studies at (818) 677 - 4800.

Students who expect to complete their coursework during the 2023-2024 academic year are not permitted to participate in the 2023 Commencement.

RECORD YOUR NAME

Do you want to your name pronounced correctly when you cross the stage?

We are working with the company "Marching Order" to provide us a professional way to both see and hear your name as it is called out during your ceremony. Each graduate's name will be pre-recorded and played as they cross the stage. Please follow the instructions below:

1. Log into your Marching Order account by visiting <https://csun.marchingorder.com/#/>
2. Complete your ceremony registration
3. Name Recording - click how you would like to record your name
4. Follow the instructions to record your name, or provide a phonetic spelling of your name.

You must have your name recorded by April 14th to have it apply to this year's ceremonies.

PLEASE NOTE: An email with details on how to create your Marching Order account will sent to your CSUN email during the first week of March.

CSUN STUDENT SPEAKER AT COMMENCEMENT

CSUN invites students from the graduating class to apply to be the student commencement speaker. It is a distinguished honor to be selected to present a commencement speech—to share your experience, inspire your fellow graduates, and encourage excitement about their future adventures.

Student Speaker Criteria:

- Filed an application to graduate for the current academic year (Fall 2021, Spring 2022, and Summer 2022)
- Minimum 3.0 GPA
- Embodies the spirit of the graduating class and represents CSUN
- Possesses strong public speaking skills
- Student Speeches should be 2 to 3 minutes in length.

Student speakers will be asked to work with a representative from the office of Student Development and Transitional Programs in the weeks leading up to commencement to ensure their preparation. Selected students may be asked to refine their speech and practice their delivery in accordance with the Committee's guidance. Students will be selected by a committee from each college and all applicants will be notified by Friday April 22nd of their status in the process.

Applications are due Friday April 7th 2023 and can be found on www.csun.edu/commencement/commencement-2023-student-speaker-application



COMMENCEMENT TICKETING

Graduates should become familiar with the following information on this year's ticketing process:

- All guests of graduates will be required to possess a ticket in order to gain admission to the University Library Lawn Venue.
- Graduates (and participating faculty) will not need a ticket for admittance to the ceremony at which their degrees are being conferred.
- A personalized online ticket account will be provided to all eligible participants.
- Information on how to get access to this account will be sent to your CSUN email.
- Guest tickets will be free of charge.
- Graduates must claim their tickets by April 15th. All unclaimed tickets will be removed from a graduates' account.
- Children who do not take up a seat and will remain seated in a person's lap throughout the entire ceremony will not require a ticket into the venue.
- Tickets will be scanned at the entrance of the ceremony venue.
- Graduates have the responsibility to give their tickets to their respective guests prior to the ceremony.

Students that have double or multiple majors that span across different ceremonies (i.e. Political Science and Economics) will have tickets provided for each ceremony that their degrees are conferred. Students with double or multiple majors that fall within the same ceremony (i.e. Philosophy and Religious Studies), will be provided with tickets to the single ceremony where their degree is conferred.

All guest seating is General Admission and on a first come, first serve basis. We would encourage your guests to arrive one hour and thirty minutes prior to the ceremony.

***NOTE:** Electronic tickets are generated with a unique barcode that is traceable back to the student who requested them. Due to this security feature your tickets may be reprinted, however, reprinting tickets invalidates any perviously printed tickets. Duplicate tickets with the same bar code will be denied at the enterance of the venue. Any attempt to sell or make multiple copies of electronic tickets would be considered a misuse of CSUN property. This may result in the voilation being reported to the Dean of Students, which may include disciplinary action.

GRADUATE LINE-UP

In order to check-in, graduates should arrive robed and ready to line-up for the processional at least 2 hours before the ceremony is set to begin. At the Commencement ceremony, graduates will need to pick their official name card prior to entering the venue. **YOU MUST HAVE A NAME CARD IN ORDER TO PARTICIPATE IN YOUR CEREMONY.** Name cards will be distributed by last name on the CSUN Campus Store Lawn which is adjacent to the graduate entrance. If cards become available prior to your ceremony, we will notify you by CSUN email.

Students must retain the official name card until collected by the name reader during the ceremony near the stage.

The graduate check-in area for the Commencement Ceremonies will be on the lawn outside the CSUN Campus Store. If a graduate should arrive late for any reason they would still check in at the South end of Sierra Quad and staff will assist them to their seat.

Look for the directional signs to the graduate check-in. Faculty and staff from your college will be supervising the line-up procedure for the processional. Please follow their instructions.

GRADUATE BEHAVIOR

Commencement is a dignified occasion. Participants are expected to conduct themselves accordingly. Graduates and families look forward to this milestone with excitement and anticipation. Students and guests are expected to remain seated until the ceremony has concluded.

Alcoholic beverages are strictly prohibited. Any alcoholic beverages discovered on the premises will be confiscated. Any graduate or guest obviously intoxicated or under the influence of a controlled substance will be removed from the Commencement site and potentially subject to arrest.



HONORS

University Academic Honors

To receive University Honors upon graduation, an **undergraduate** student must:

- Complete a minimum of 45 units of work in letter-graded courses in this University.
- Earn a grade point average (GPA) of 3.50 or above in all work taken at CSUN and cumulatively (transfer and CSUN work).

The level of honors is based on the grade point average in all undergraduate courses, including transfer work (cumulative).

The level of honors is determined as follows:

- *Summa Cum Laude* - GPA of 3.90 or above
- *Magna Cum Laude* - GPA of 3.75 to 3.89
- *Cum Laude* - GPA of 3.50 to 3.75

If University Honors is awarded when the degree is granted, honors will be reflected on your diploma and your CSUN transcript.

Graduate Students are not awarded with “University Honors” but, rather recognized on their diploma and graduating “With Distinction” upon receiving a 3.885 GPA or higher within their graduate level courses.

Additional Undergraduate information is available through the Office of Admissions and Records - Undergraduate Degree Services (818) 677 - 3781.

Additional Graduate Information is available through the Office of Grad Evaluations (818) 677 - 4800.

University Honors paraphernalia may be purchased at the CSUN Campus Store and may be worn over regalia at the Commencement Ceremony.



CSUN HONORS CONVOCATION

Each year CSUN recognizes outstanding undergraduate and graduate degree recipients by inviting them to participate in the Honors Convocation ceremony. Students meeting the established criteria will receive an official invitation to the ceremony in April. In addition, each student will have their name and award included in a souvenir program, and will be invested with a Medallion at the Convocation ceremony.

Participation in the Annual Honors Convocation is limited to undergraduate and graduate students who have received or are candidates for a degree in Fall 2022, Spring 2023, and Summer 2023. Students receiving a credential or certificate are not eligible for this recognition. Students may participate in Honors Convocation no more than one for each undergraduate or graduate degree earned. Students become eligible for participation in Honors Convocation based on meeting one of the following criteria:

Scholastic Recognition

All graduating seniors (Fall 2022, Spring 2023, and Summer 2023) with a cumulative grad point average (GPA) of 3.50 or better as of Fall 2022 are eligible for recognition.

All graduating masters students within this same time holding a cumulative GPA of 3.885 or better as of Fall 2022 are also eligible for recognition.

Students who successfully apply for graduation and meet the GPA requirements listed above should automatically receive an invitation to the ceremony by the University President.

Personal Recognition and Nominations

All graduating students (undergraduate and graduate degree recipients for Fall 2022, Spring 2023, and Summer 2023) who are recipients of a department, college or University award, or scholarship which recognizes demonstrated excellence of an artistic, creative or athletic nature, the display of leadership ability, or outstanding community service are eligible for recognition.

Additional undergraduate and graduate information pertaining to Honors Convocation can be found at www.csun.edu/commencement or by calling the Office of Student Development and Transitional Programs at (818) 677 - 2393.

THINGS TO KNOW

INFORMATION

Accessibility

Graduates and guest with disabilities should be aware that processional routes and Commencement sites are accessible. Special seating for graduates and guest with disabilities will be limited. Because of limited seating capacity, the guest with a disability may be accompanied by one party member. Every effort will be made to seat other party members in the closest adjacent seating area possible. Also, there will be a live telecast room with live captioning at the Bianchi Planetarium (Citrus Hall) and Nobbs Auditorium (Sequoia Hall).

For graduates with disabilities electing to march and be seated with their colleges, ushers will be made available to assist them during the processional and recessional. Please contact the Office of Student Development and Transitional Programs at (818) 677 - 2393 prior to the Commencement Ceremonies to arrange for assistance.

Due to the number of expected participants and guests at Commencement, graduates, their families and guests are reminded that the University is unable to provide wheelchairs, walkers, and other assistive devices of personal nature. Trams and other transportation will not be available. Please review parking information to best assess the most comfortable parking location for your family and guests.

Deaf and Hard of Hearing

Interpreting services for deaf and hard of hearing graduates and guests will be available in a reserved area at each site. Graduates will line up at the graduate check-in area. Look for the designated area marked, "Deaf and Hard of Hearing". A processional marshal will lead graduates to the correct seating location. If you have special needs, please notify the National Center on Deafness at (818) 677 - 2614 (V/TTY).

Emergencies

Police officers from the Department of Police Services and medical staff from the Student Health Center will be on duty during the Commencement exercises to provide first aid in the event of any medical emergencies or illnesses. Police officers will provide the normal standard of public safety services and both police officers and student community service assistants in the red and black uniforms are available to assist guests with lost members, directions and many other services.

NOTE: It will not be possible for any guest to be paged.

Lost and Found

The Department of Police Services maintains a centralized lost and found service for the California State University, Northridge community. In the event you lose an item during Commencement, a University police officer or community service assistant can direct you to Police Services Headquarters to file a lost report or check on lost property turned in to the Department of Police Services.



Watch the Honors Convocation and Commencement Ceremonies **LIVE**, online!

Each ceremony will be streaming live so that your family and friends who are unable to attend your ceremony can celebrate with you as you walk across the stage.

Be sure to check out the commencement website at www.csun.edu/commencement/view-ceremonies as we move closer to your ceremony.

PARKING

Parking charges will be waived for Honors Convocation and on the dates Commencement ceremonies are scheduled. Graduates are encouraged to refer to the Commencement website (www.csun.edu/commencement) for the most up to date information.

For all Commencement ceremonies, the most convenient parking is on the west side of campus (Lots B1, B2 and the B3 parking structure). Please have your guests enter the campus at Nordhoff and Darby (one block east of Reseda Blvd.) and follow the signs to the closest available parking.

Parking for persons with disabilities will be available in the parking lots B1, B2 and all levels of the B3 parking structure. A current state issued "Disabled Person Parking Placecard" or "Disabled Person/Veteran" license plate, issued to an occupant of the vehicle will be required to park in an ADA stall.

NOTE: *Graduates and Guests may be directed to overflow parking in the B5 parking Structure in the event of an exceptionally large turnout. Additionally parking for all ceremonies will be available in Lots G3, G4 and F5. Additional disabled parking is available in all lots.*

Warning: *Please note that although permits will not be enforced, all other violations e.g. red zones, blocking, etc. will be enforced.*

SEATING AND PRINTED PROGRAMS

All ceremonies are expected to reach maximum guest capacity. The saving of seats is strictly prohibited as seating is first come first served. We highly encourage that guest arrive with their party members at least 90 minutes prior to the ceremony start time.

Seating charts will be available for guest at the information tents. Similarly, commencement programs will be available at the same location but are limited to one per group. Please be aware that your graduate will be provided with their own program as well.

Those graduates who do not attend Commencement may visit the Office of Student Development and Transitional Programs to receive a printed program. Baccalaureate, Master's and Doctorate candidate names are listed by College. Honors candidates will also be listed in a special section of the program.

NOTE: Due to press deadlines, the printed programs is not a definitive list of all graduates. Further, some students have requested that their names not be published, and therefore, will not appear in the Commencement printed program.



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UNIVERSITY COLLEGES AND DEPARTMENTS

TASSEL COLORS

Mike Curb College of Arts, Media, & Communication

Art • Cinema & Television Arts • Communication Studies • Journalism • Music • Music Industry Administration • Theatre

WHITE/RED

David Nazarian College of Business & Economics

Accounting & Information Systems • Business Administration • Business Law • Economics • Finance • Financial Planning & Insurance • Honors in Business • Management • Marketing • Systems & Operations Management • Taxation

BEIGE

Michael D. Eisner College of Education

Deaf Studies • Educational Leadership & Policy Studies • Educational Psychology and Counseling • Elementary Education • Secondary Education • Special Education

LIGHT BLUE

College of Engineering & Computer Science

Civil Engineering & Construction Management • Computer Science • Electrical & Computer Engineering • Engineering Management • Mechanical Engineering • Manufacturing Systems • Engineering & Management

ORANGE

College of Health & Human Development

Child & Adolescent Development • Communication Disorders & Sciences • Environmental & Occupational Health • Family & Consumer Sciences • Health Sciences • Kinesiology • Nursing • Physical Therapy • Public Health • Recreation & Tourism Management

FOREST GREEN

College of Humanities

American Indian Studies • Asian American Studies • Central American Studies • Chicana & Chicano Studies • English • Gender & Women's Studies • Humanities Interdisciplinary • Liberal Studies • Linguistics • Modern & Classical Languages & Literatures • Jewish Studies • Philosophy • Religious Studies

DARK BLUE

College of Science & Mathematics

Biology • Chemistry & Biochemistry • Geological Sciences • Mathematics • Physics & Astronomy

GOLD

College of Social & Behavioral Sciences

Africana Studies • Anthropology • Criminology & Justice Studies • Geography & Environmental Studies • History • Political Studies • Psychology • Public Administration • Public Sector Management • Social Work • Sociology • Urban Studies & Planning

WHITE

COMMENCEMENT CONTACTS AND VENDORS

ALUMNI RELATIONS..... 818.677.2786

ASSITANCE FOR GRADUATES & GUESTS WITH DISABILITIES

- Disability Resources & Educational Services Office 818.677.2684
- Office of Student Development & Transitional Program 818.677.2393

CAP AND GOWN RENTAL

- Herff Jones310.641.5535

CEREMONY VENDORS

- Commencement Flowers.....760.471.9002
- GradImages (onsite photographer).....800.424.3686

CLASS RINGS

- Herff Jones 310.641.5535

CUSTOMIZED SASHES & APPAREL

- CSUN Campus Store.....818.677.2932
- Pride Sash 310.973.0106
- Rochie's Originals 818.775.1622

DEAF & HARD OF HEARING GRADUATES & GUESTS

- National Center on Deafness818.677.2054 V/TTY

DIPLOMA

- Undergraduate Degree Services 818.677.3781
- CSUN Campus Store 818.677.2932

EMERGENCIES

- CSUN Department of Police Services.....818.677.2111

GENERAL INFORMATION

- Office of Student Development & Transitional Programs 818.677.2393

GRADUATION ANNOUNCEMENTS

- Herff Jones310.641.5535

HONORS CONVOCATION

- Office of Student Development & Transitional Programs 818.677.2393

PARKING INFORMATION

- CSUN Department of Police Services.....818.677.2111

TICKETING INFORMATION

- Office of Student Development & Transitional Programs 818.677.2393

SAFETY AND SECURITY MEASURES

It is our top priority to ensure a safe and memorable experience for all of our graduates and guests at the CSUN Commencement ceremonies. To help ensure we achieve these goals, all persons entering the commencement venue will be required to go through a security check point that includes a metal detector screening and bag check.

To ensure passage through security checkpoints and timely access to the facility, we highly encourage all guest arrive at least 90 minutes prior to the start of the commencement ceremony start time. Guest will not be allowed to enter the venue with more than one bag. This bag should be easily checked; backpacks will be prohibited. All weapons (including pocket knives) and glass bottles of any kind (wine, beer, and soft drinks) will also be strictly prohibited.

Strollers may be allowed into the Commencement Venue however, will not be permitted in grandstands and in aisle ways. Guest may leave strollers in a designated area outside the commencement venue at their own risk. To be considerate of other guests and graduates we ask that you do not bring noise makers or selfie sticks, utilize umbrellas, or stand in the aisle during the commencement ceremony.

Due to the danger of errant balloons hitting power lines, balloons, regardless of type, will not be allowed and will be confiscated if found. Wrapped gifts are discouraged and are subject to be opened if they do not clear a metal detector. Non-uniformed members of law enforcement community may not carry firearms inside the commencement venue. We regret any inconvenience that these security measures may cause. Thank you in advance for your understanding and cooperation as we work to ensure the safety of our graduates, their families and guests, and our campus community.



SAFETY AND SECURITY MEASURES

CSUN | **COMMENCEMENT
AND HONORS
CONVOCATION**

In order to ensure a safe and memorable commencement experience, the following items are **NOT** allowed into the commencement grounds:

		
Glass Bottles	Selfie Sticks	Over one bag per person
		
Knives and Weapons	Balloons	Wrapped Gifts
		
Backpacks	Air Horns	Umbrellas

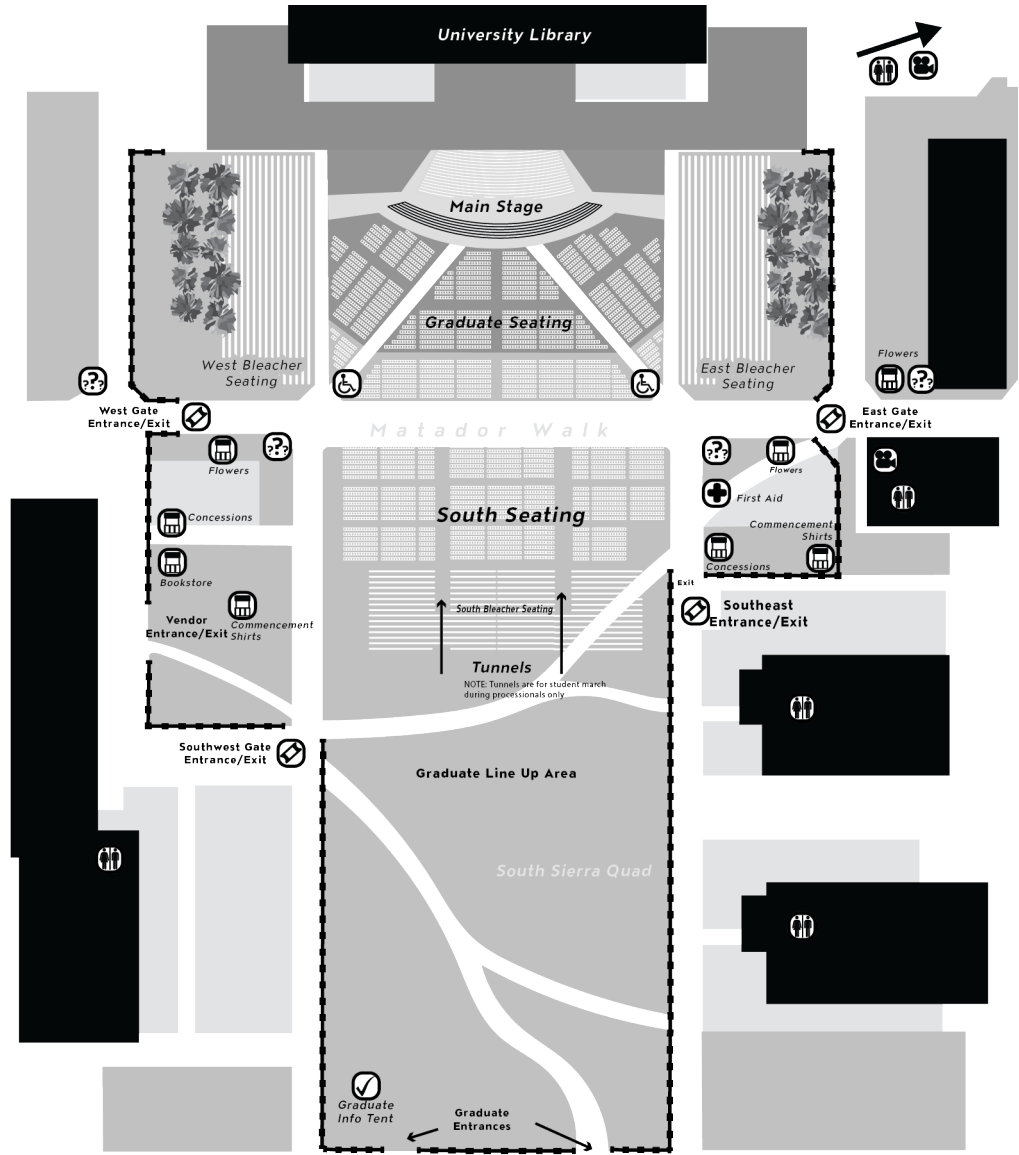
All bags are subject to search. Metal detectors are to ensure the safety of students, families, and guests attending the ceremony.

In order to ensure a safe and memorable commencement experience, the following items are **NOT** allowed into the commencement grounds:

- Glass Bottles
- Selfie Sticks
- Over one bag per person
- Knives and Weapons
- Balloons
- Wrapped Gifts
- Large Backpacks
- Air Horns
- Umbrellas

All bags are subject to search. Metal detectors are to ensure the safety of students, families, and guest attending the ceremony.

COMMENCEMENT SITE MAP



Please check www.csun.edu/commencement for the most detailed and up to date map.

Graduates:

Graduate entrance gates open 90 minutes prior to ceremony and must first pickup name card
Regalia worn or in hand is necessary upon entry.

Additional Information:

Tickets must be scanned for entrance (printed tickets preferred)
Those leaving will receive hand stamp for re-entry.
Various items not allowed in venue are available on the CSUN commencement website
Restrooms are located in surrounding buildings.
All Guests and Graduates go through magnetometers upon entry at gates

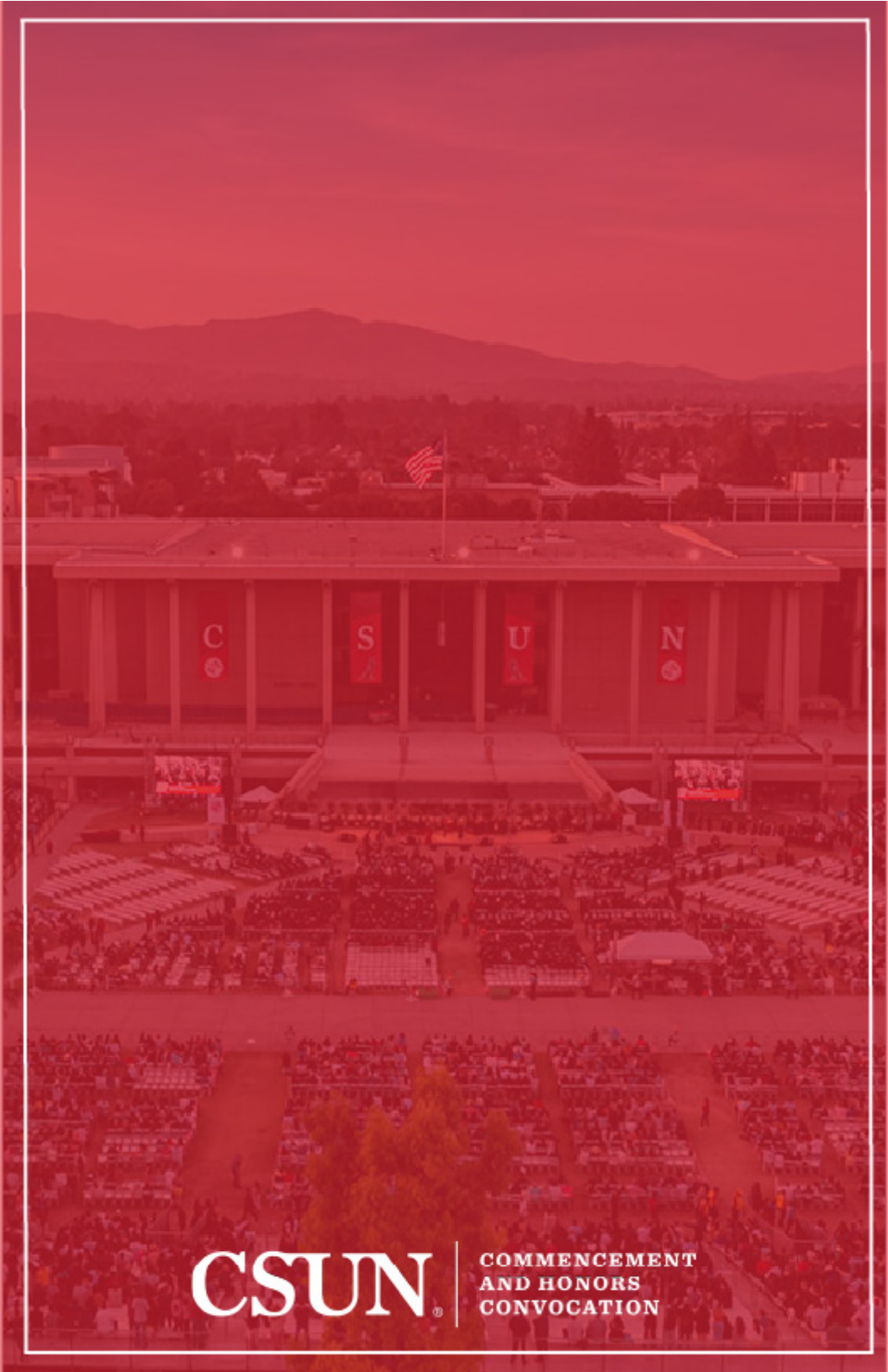
Guests:

- Graduate entrance/exit gates open 90 minutes prior to ceremony.
- Tickets are required for guest admittance to venue.

Reserved Seating/Special Guests:

- VIP/Special guest gate opens 90 minutes prior to ceremony.
- Admittance will be approved by the gate supervisors present (College Reps. & Commencement Staff)
- Primary entrance for participating & non-participating faculty/staff





CSUN

**COMMENCEMENT
AND HONORS
CONVOCATION**