Frequently Asked Questions
— CARLOW UNIVERSITY COMMENCEMENT, SPRING 2022 —

**Question: How do I get on the graduation list?**

**Answer:** All students must submit a graduation application in Self Service when they are in their **FINAL TERM** (the term you are completing your last classes for your degree or certificate). Students can submit their applications as early as the first week of the term they are finishing their degree or certificate, which is when the Registrar’s Office opens the application process for that term. When you submit your graduation application, you are automatically charged a $150 graduation fee regardless of whether you participate in the Commencement Ceremony. Applications submitted for the wrong term risk multiple charges.

Keep in mind that Carlow has only one Commencement Ceremony each year in May. This ceremony is for students completing requirements in December and May, and the August following the ceremony (so May 2022 Commencement is for December 2021, May 2022, and August 2022 graduates). Students completing degrees and/or certificates are welcome to walk in the ceremony.

**Question: What is the difference between submitting your graduation application in Self Service and RSVP’ing to the Commencement Ceremony?**

**Answer:** All students completing degrees or certificates must apply to graduate from the University even if they do not plan to walk in the ceremony. Submission of this application initiates the process reviewing the student’s academic record by their advisor and the University Registrar to confirm they have met the requirements of their degree or certificate. This application process is the only way to have your degree or certificate conferred and for you to be graduated from the University.

The RSVP to the Commencement Ceremony indicates your intent to walk in the ceremony and will need to be submitted separately from the application. Students who graduate or complete certificates do not have to walk in the Commencement Ceremony.

**Question: I’m applying to graduate this Summer. When am I eligible to participate in Commencement?**

**Answer:** Students who anticipate completing the requirements for graduation in December 2021, May 2022, and August 2022 are invited to participate in the May 2022 Commencement ceremony.

**Question: I am a student. How many tickets can I get?**

**Answer:** Graduates may request up to two tickets. Children age 3 and over need a ticket.

**Question: How do I pick up my tickets for commencement?**

**Answer:** Students will be able to pick up their commencement tickets at the Grad Fair on April 12th. Students who are unable to pick up their tickets in person will have them mailed out to the address provided on their commencement RSVP form.

**Question: How do I order my cap and gown for the commencement ceremony?**

**Answer:** Students can order their cap and gown at the Grad Fair on April 12th. They can also order online via the [Carlow Bookstore](#). The deadline to order for ship-to-home is April 18.
Question: Where do I park?
Answer: Paid parking is available in the University of Pittsburgh garage under the lawn of Soldiers & Sailors. Free parking is available, courtesy of UPMC in the lot across the street from Soldiers & Sailors Hall on the corner of O’Hara Street and Bigelow Boulevard.

Question: What time should I arrive?
Answer: Arrive at Soldiers & Sailors Hall no later than 12:15.

Question: Where do I go when I arrive?
Answer: Students will be directed to their line up location by our volunteers. Guests should take their seats in the auditorium.

Question: Are masks required?
Answer: Yes, masks must be worn by students and guests. The mask can be removed for photographs. Please refer to the website for updated information as the Covid situation changes.

Question: How do I request special accommodations for my guests at the ceremony?
Answer: Special accommodations will be noted on the Commencement RSVP form. Students who have provided this information will be notified prior to the ceremony via their Carlow email address about special instructions.

Question: Will there be a sign language interpreter at the commencement ceremony?
Answer: Yes, there will be an ASL interpreter at the ceremony.

Question: How long does the ceremony last?
Answer: Approximately one and a half to two hours.

Question: Will the ceremony be live streamed for people to watch online?
Answer: Yes, a link to the live stream will be posted to the Commencement website on the day of the ceremony.

Question: Is there a rehearsal?
Answer: No. When you arrive you will be given instructions by our volunteers.

Question: Will there be a photographer?
Answer: Yes, a professional photographer will be at the ceremony to take your picture. Photo package information will be sent to all students the week after the ceremony.

Question: When will I get my diploma?
Answer: Diplomas are mailed to students approximately six weeks after the degree is conferred.