



Commencement
Saturday, May 10th
11:00 am

David L. Lawrence Convention Center

Carlow Commencement website: www.carlow.edu/commencement

Convention Center website: <https://www.pittsburghcc.com/>

Arrival

Students and guests should plan to arrive at 9am. Students will be directed to the graduate check-in station and guests will be asked to present their tickets to the Commencement staff for scanning. All guests should be in their seats by 10:45 am.

Parking

A 700-car parking garage with an 7' 8" clearance is available at the Convention Center. The entrance is located on 10th Street and the fee is \$15. For more information, please visit: [Alco Parking Corporation](http://www.alcoparking.com). On the day of the ceremony, other events will be happening at the Convention Center and downtown, so the **garage could be full as early as 9am**.

Please make arrangements in advance to know what your parking alternatives are and allow additional time to walk to the Convention Center. Guests who cannot walk can be dropped off at the East Lobby entrance while the driver looks for parking alternatives.

More parking information and directions can be found on the Convention Center website here:

<https://www.pittsburghcc.com/directions-parking/>

Parkpgh - <https://www.parkpgh.org/>

On page 3, you can find information about all area garages and real time space availability as well as fees.

Commencement Website – www.carlow.edu/commencement

Includes date, location and start time. There is a link to the bookstore for ordering caps and gowns with the ordering deadlines.

Email – Commencement@carlow.edu

Caitlin Graham monitors this inbox and replies with appropriate answers. There is an automatic message that provides students with some basic information that answers most of their questions.

Caps and Gowns for students

Order Here: https://colleges.herffjones.com/college/_carlow/



Graduation Application – the first step!

The Registrar sends emails to the students reminding them to fill out the application to graduate. This is what triggers the audit and eventually puts the student on the graduation list – submitting the grad app isn't the same thing as submitting a Commencement RSVP.

Ceremony Attendance – the second step!

We are using a vendor called Tassel (formerly Marching Order) to communicate to students about the ceremony, collect their RSVPs, name pronunciation and ticket requests. Around March 25th all the students on the graduation list got an email from Tassel inviting them to participate in the ceremony – anyone who graduated in December 2024 or will graduate in May or August 2025 (if they have completed their graduation application) will receive this email.

Livestream of ceremony

There will be a livestream of the ceremony. A link will be posted on the Commencement website on May 10th. Guests who cannot attend the ceremony can watch it live!

Students or Guests with Disabilities

We will make accommodations for both students and guests who have a disability to ensure that their graduation experience is welcoming and inclusive. When students register to attend the ceremony, they are asked if any of their guests need accommodation. We will follow up closer to the date of the ceremony with specific information and reserved seating, if needed, for your guests. Graduates and non-graduates can also request accommodation by filling out this form: [Guest Accommodations Request](#)

Tickets

With the David L. Lawrence Convention Center (DLLCC) having a much larger capacity, this year we will be able to provide all students with **10 tickets**. Students go through the Tassel app that gets emailed to them. Anyone over the age of 3 will need a ticket. The digital tickets will be sent to the student after the RSVP is complete. They then send it to their guests, who can print it or save it to their phones. The tickets must be presented to staff at the Commencement ceremony. Additional tickets will be made available after April 21st, but **ONLY** if they are available.

Venue Restrictions

- Only service animals are allowed in the building.
- No outside food or beverage is permitted.
- No balloons, glitter, confetti, or silly string is allowed in the building.
- Strollers and wheelchairs cannot block the aisles.



Additional Parking Information

The nearest parking garage is the 10th Street garage. It has a capacity of 700 vehicles and the fee is \$15. On the day of the ceremony, other events will be happening downtown, so the **garage could be full as early as 9am**. Please make arrangements in advance to know what your parking alternatives are and allow additional time to walk to the Convention Center.

1. Go to <https://www.parkpgh.org/> for real time information about downtown parking garages.
2. Under the destinations tab, select the David L. Lawrence Convention Center (under "D" for David).
3. The nearest parking garages are these:
 - a. 10th Street
 - b. Grant Street Center – 55 11th Street
 - c. Smithfield & Liberty – 629 Smithfield Street
 - d. Theater Square – 120 7th Street
4. The color of the "P" icon indicates the availability of parking at that moment:
 - a. Red – full
 - b. Yellow – nearly full
 - c. Green – not full
5. By clicking on the "P" icon, it will take you to the detail page of that garage: address, hours, max vehicle height, and price, as well as availability.

Accessible parking for guests with disabilities

The 10th St garage has designated handicapped spaces near the elevators, but as a public garage, there is no guarantee that those spaces will be unoccupied.

Guests who cannot walk from another garage to the Convention Center can be dropped off at the East Lobby entrance on 10th St, and wait in the lobby, while the driver finds alternate parking. Another adult should be present with the disabled guest while the driver finds parking.