



(M.S. and Ph.D.) Graduate Degree Candidates Spring 2023 Convocation

GALLOGLY COLLEGE OF ENGINEERING CONVOCATION

Convocation is a formal ceremony for Gallogly College of Engineering Bachelor of Science, Master of Science, and Doctor of Philosophy graduates and their guests. **The Gallogly College of Engineering Convocation will be held at Lloyd Noble Center, 2900 S. Jenkins, Norman, OK on Saturday, May 13, 9:00 a.m.** Degree candidates and graduates from Fall 2022, Spring 2023, Summer 2023, and Fall 2023 may participate in the Spring 2023 Convocation. All participating graduates need to arrive by **8:00 a.m.** to line up for the processional. Each graduate is recognized and photographed with the Dean and their director as his/her name is announced. If you have questions, contact the Convocation coordinator by e-mail at jglidus@ou.edu or by phone at (405) 325-4724. For additional information, visit the GCOE Convocation website at <https://www.ou.edu/coe/student-life/events/spring-convocation>.

GRADUATE STUDENTS (M.S. and Ph.D.)

Please visit or call your school's graduate staff liaison to discuss the completion date of your degree, your graduation application, hooding, and the Convocation Ceremony. M.S. and Ph.D. candidates and graduates from Fall 2022, Spring 2023, Summer 2023, and Fall 2023 may participate in Spring 2023 Convocation. Please advise the graduate staff member in your school that you wish to participate. In February, Convocation information will be available from your school staff and will include an OU Commencement invitation, a Gallogly College of Engineering Convocation invitation, and other related information.

All spring graduates and candidates should **apply for graduation by December 1st**. All summer graduates and candidates should **apply for graduation by March 1st**. This will ensure that you are included in any emails regarding Commencement, Convocation, or other events or information related to graduation. Students can apply for graduation on One.

DOCTORAL CANDIDATE HOODING

Doctoral graduates/candidates will be hooded by their faculty adviser during the Convocation ceremony. **Doctoral graduates/candidates should bring their own hood to the ceremony** and carry it onto the stage for their faculty adviser to perform the hooding. Please make sure you have asked your faculty adviser or chair to participate in the hooding at Convocation.

CAP & GOWN

All graduates participating in Commencement and Convocation must wear their cap and gown. You may purchase these and other graduation related items during Graduation Gear Up on March 7-10 in the Molly Shi Boren Ballroom at the Oklahoma Memorial Union. OU-Tulsa and Health Sciences Center students will have the opportunity to purchase regalia (no need to pre-order) at the Graduation Gear up events held in Tulsa and OKC. More information about Graduation Gear UP can be found on the Commencement website.

Following Graduation Gear-Up, students may purchase regalia and other graduation items on-campus at The Sooner Shop. Students can also order online at Josten's Online Shop (<https://www.jostens.com/apps/store/customer/1047222/University-of-Oklahoma>). If ordered online, a shipping and handling fee will be charged. Online orders must be placed by April 1st by 5:00pm for anticipated delivery by May 10th.

Engineering Dean's Office | Carson Engineering Center | Room 107 | (405) 325-4724 | jglidus@ou.edu

Special accommodations are available for all attendees. Please contact Jeff Biggerstaff: jglidus@ou.edu.

WHEN AND WHERE TO REPORT ON CONVOCATION DAY

Graduates/candidates should report to Lloyd Noble Center by 8:00 a.m. to line up for the processional. Look for your school's banner and check in with the staff or faculty volunteer for your school. Upon check-in, you will be given a lapel pin to wear during the ceremony and a name card that you will complete prior to the ceremony and hand to the announcer before crossing the stage.

Stay in your lines and listen for instructions for the processional. You will be seated by school or program. All graduates/candidates must remain in the seating area until the ceremony is concluded. **Do not bring purses or umbrellas.**

GUEST INFORMATION AND CONVOCATION LIVESTREAM

Family, friends, and guests are invited to the Spring Convocation. No tickets are required. A sign language interpreter will be present at the ceremony and special seating will be designated for guests that will utilize this service. The ceremony is estimated to be between an hour and a half to two hours in length.

Our Convocation will be livestreamed over YouTube. A link will be provided on the Commencement website closer to the day of the ceremony. The livestream will be captioned. An archive link will be made available after the ceremony on the Commencement website.

PHOTOGRAPHS

Guests, please do not go onto the floor to take photographs. Professional photographs of each graduate will be taken as he/she is introduced. Individual photos will also be taken. This service is provided at no charge to the graduate. A complimentary color proof will be mailed to you after Convocation. There will be no additional solicitation. For more information regarding photographs, call (405) 364-1777. Your proofs will be available for viewing online at www.normanpartypics.com.

(View Proofs/Graduation/OU Commencement/College of Engineering).

UNIVERSITY OF OKLAHOMA COMMENCEMENT

The University of Oklahoma Commencement ceremony for the Norman Campus is Friday, May 12th at 7:00 p.m. at The Gaylord Family - Oklahoma Memorial Stadium. Rain location is the Lloyd Noble Center Arena. For complete Commencement information and check-in procedures, please refer to the OU Commencement website ou.edu/commencement. If you have questions, or need accommodations on the basis of disability, contact the Graduation Office by e-mail at commencement@ou.edu or by phone at (405) 325-3467.

DIPLOMAS AND OFFICIAL TRANSCRIPTS

Approximately fifteen weeks after your final semester, the Office of Admissions and Records will mail diplomas to degree candidates who have been cleared for graduation. All tuition and fees must be paid to the University, or a hold will be placed on your diploma. It is the responsibility of the student to contact the Office of Admissions and Records to request your diploma once the fees have been paid.

For those requesting transcripts, the request must be made in person to the Office of Admissions and Records at least ten weeks after the semester has ended. There is no charge for official transcripts. All tuition and fees must be paid to the University, or a hold will be placed on your transcript. It is the responsibility of the student to contact the Office of Admissions and Records to request your transcript once the fees have been paid.

WATCH YOUR OU E-MAIL FOR IMPORTANT INFORMATION.

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