The School of Law Commencement will be held at 11:00 a.m., on Friday, May 25, 2018, in the A.J. Palumbo Center. **Tickets are not necessary** for family and guests to attend the ceremony. Immediately following, in honor of our graduates, a reception will be held in the Student Union Ballroom.

**Graduation:** All graduates are required to report to the Auxiliary Gym on the first floor of the A.J. Palumbo Center by 10:15 a.m. for robing and line-up. Graduates should enter the A.J. Palumbo Center on the Magee Street entrance - Gate B (Music School side). **Family members and guests should enter at the Forbes Avenue entrance where they will receive a Commencement Program. Doors will open at 10:00 a.m.**

If special seating accommodations for guests are required, please e-mail Ella Kwisnek, Assistant Dean of Students, by Friday, May 18, 2018. We will reserve up to 10 seats.

**Parking:** Parking will be provided in the Locust Street and Forbes Avenue Parking Garages. For special needs parking, call the Parking Office at 412-396-5267 by Wednesday, May 23, 2018.

**Commencement Mass:** Mass will be held at 9:00 a.m. in the University Chapel, Administration Building, on Friday, May 25, 2018. A continental breakfast will follow in the Law School student lounge. Graduates do not need to robe for Commencement Mass. **Graduates wishing to serve as a greeter, reader or a gift bearer during Mass are asked to notify Dean Kwisnek at kwisnek@duq.edu or 412-396-1474 no later than Monday, May 14, 2018.**

**Graduation Fair - Tams, Tassels and Gowns:** Graduates are required to wear the authorized Duquesne University School of Law academic regalia provided by Duquesne University’s approved vendor, Herff Jones Inc., and University Bookstore ([www.duquesne.bncollege.com](http://www.duquesne.bncollege.com)). **Pre-fitting for graduation regalia will take place in the Law School main lobby on Wednesday, March 21, 2018, from 4:00 p.m. to 6:15 p.m. and on Thursday, March 22, 2018, from noon to 4:00 p.m.**

**Graduation Regalia:** The purchase price for graduation regalia, including custom tam, tassel and gown is $163.78. The last day to order tams, gowns and tassels from the University Bookstore will be Friday, March 30, 2018, by 5:00 p.m. to ensure prompt delivery of the graduation regalia. **Orders received after Friday, March 30, 2018, will be charged a $20.00 late fee.** A University Bookstore representative will notify the Law School when the regalia will be available for pickup, which is anticipated to be around Tuesday, May 8, 2018.
**Juris Doctor Hoods:** All graduates are vested with the Juris Doctor Hood by a faculty member on stage when the degree is awarded. You have two options regarding the hood:

Option 1: **Purchase a hood** from Herff Jones and the University Bookstore for **$49.20 or $167.99**. The hood price difference is due to material quality.

Option 2: **Rent a hood** from the Duquesne University School of Law by making a deposit of $250.00 (check or credit card) for the Juris Doctor Hood between Wednesday, March 21, 2018, and Friday, May 11, 2018, in the Main Office. (Checks should be made payable to Duquesne University School of Law.)

*Rental Hoods will be received in the A.J. Palumbo Center gym on graduation day. *The Rental Hoods are the property of the School of Law and are not available for sale. *Rental hoods must be returned to the University Bookstore no later than Friday, June 1, 2018. Your $250.00 check or credit card slip will be returned to you at that time. After June 1st, please bring rental hoods to the Main Office. If you do not return the hood by Friday, June 15, 2018, a hold will be placed on your student transcript. In addition, $250.00 will be added to your financial debt and obligation to Duquesne University.

**Senior Pictures:** The *Fourth Year Evening Class* will have their group picture taken at 5:15 p.m., on Wednesday, April 11, 2018. The *Third Year Day Class* and *Fourth Year Part-Time Day Class* will have their group picture taken at 12:15 p.m. on Thursday, April 12, 2018. All pictures will be taken outside on the Duquesne University School of Law Staircase.

**Graduation Announcements:** The School of Law will give each graduate one packet of five graduation announcements at no charge. Announcements will be available during the Graduation Fair on March 21 and March 22. After the Graduation Fair, any extra announcements will be available in the Main Office on a first-come basis.

**Clearance Cards:** Graduating students must have a $0.00 student account balance to receive a Clearance Card, which is needed to pick up your regalia from the bookstore. Students’ tuition accounts should be at a $0.00 balance no later than Friday, May 4, 2018. Clearance Cards will be available for pick up from the Career Services Office beginning Tuesday, May 8, 2018. No degree will be conferred, nor any transcript released, until all debts are paid in full including library late fees and parking tickets.

**Certificates of Appreciation:** If you would like to thank a loved one/friend who supported you through law school, Certificates of Appreciation are available. View a sample certificate and complete the form online at [http://law.duq.edu/academics/registrar/forms/certificate-appreciation](http://law.duq.edu/academics/registrar/forms/certificate-appreciation) by Friday, May 11, 2018. The certificate(s) will be signed by the Dean and given to you with your diploma on graduation day.
IMPORTANT GRADUATION-RELATED DATES

ORDER REGALIA .................................................................March 21st & March 22nd, Law School Lobby
(After March 30, order regalia from bookstore – a late fee of $20.00 charged after March 30)

SENIOR PICTURES
4E Class at 5:15 p.m. - Duquesne University Law School Staircase .................Wednesday, April 11
3D Class & 4 PTD Class at 12:15 p.m. - Duquesne University Law School Staircase . . .Thursday, April 12
*rain alternative location: Day and Part-time Day – Student Union Ballroom; Evening – 302 Law School

DEPOSIT FOR RENTAL HOOD, MAIN OFFICE .........................Deadline: Friday, May 11

CERTIFICATES OF APPRECIATION (for loved ones) ......................Submit by Friday, May 11

PICK UP CLEARANCE CARD FROM CAREER SERVICES OFFICE. . . Between May 8 and May 18
*tuition, Duquesne parking citations, and library fees must be paid in full to receive a Clearance Card

PICK UP REGALIA FROM BOOKSTORE .........................Between May 8 and May 24
*must present Clearance Card to pick up regalia

COMMENCEMENT ..............................................................Friday, May 25

<table>
<thead>
<tr>
<th>Event</th>
<th>Time</th>
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<tbody>
<tr>
<td>Commencement Mass</td>
<td>9:00 a.m.</td>
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<tr>
<td>University Chapel, Administration Building</td>
<td>*Continental Breakfast – Duquesne Law School Student Lounge</td>
</tr>
<tr>
<td>Robing and Line-Up</td>
<td>10:15 a.m.</td>
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<tr>
<td>Auxiliary Gym, First Floor, A.J. Palumbo Center</td>
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<tr>
<td>Ceremony</td>
<td>11:00 a.m.</td>
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<td>A.J. Palumbo Center</td>
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<tr>
<td>Reception</td>
<td>12:30 p.m.</td>
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<tr>
<td>Student Union Ballroom, immediately following graduation</td>
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1/29/2018