



September 12, 2007

TO: **All Graduation Candidates, Fall 2007**

FROM: Kenith Simmons
Assistant Vice Chancellor for Academic Affairs

Pulelo ha‘aheo ke ahi a nā lehua a‘o Hilo

The flame of Hilo’s lehua blossoms leaps triumphantly with pride

‘Ano ai kākou, proud members of the University of Hawai‘i at Hilo Class of 2007.

As applicants for Fall 2007 graduation, you are cordially invited to participate in the Fall 2007 Commencement Ceremony on Saturday, December 15, 2007, at the University of Hawai‘i at Hilo New Gymnasium.

The Commencement ceremony symbolizes the conclusion of a rigorous period of academic study, training, sacrifice, discipline, and perseverance. The UH Hilo faculty and administration look forward to your participation in the celebration of your achievement. Please plan to be a part of the following activities:

1. **Commencement Rehearsal** – Friday, December 14, 2007 from 2:30 p.m. to 4:30 p.m. at the UH Hilo New Gymnasium on Kāwili Street.
2. **Commencement Ceremony** – Saturday, December 15, 2007 from 9:00-11:00 a.m. at the UH Hilo New Gymnasium. Check-in time is from 7:30-8:00 a.m.

Your guests will not be required to have tickets.

In Early December, I will send you a reminder and specific information about all of the events planned in your honor. ***To ensure that correspondence reaches you in a timely manner, please update the Records and Registration Office on changes to your mailing address.*** You will also be able to find information related to Commencement on our website:
<http://www.uhh.hawaii.edu/academics/graduation/>

As part of the ceremony, a student representing the graduating class will address the audience. If you'd like to be considered for this high honor, please pick up an application form in the Humanities Division Office, Edith Kanaka'ole Hall Room 214. The application will explain the criteria that will be used to select the student speaker. Applications are due by noon on Friday, October 19, 2007.

The Commencement Chorus is comprised of faculty, staff, and students, traditionally singing *Hawai'i Pono'i* and *Pulelo Ha'aheo*. If you are interested in singing at your commencement, email Mary Ann Tsuchiyama at marysuc@hawaii.edu for details about rehearsal times.

Academic attire will consist of a cap, gown, and tassel, and for M.A. Candidates, a master's hood. Enclosed with this letter is a mailing from the UHH Bookstore, providing you with information about ordering your regalia. Please wear footwear that is appropriate for such an important occasion. Gowns, Class Rings, Ordering Announcements: UHH Bookstore: 974-7348

Parking will be available in all areas of campus, free of charge and on a first-come, first-served basis. Pre-arranged reserved parking for dignitaries and people with special needs will be in the stalls fronting the New Gymnasium.

For guests, the doors to the New Gymnasium will open at 8:15 a.m. After the ceremony, guests can find graduates on the lawn encircling the facility under the letters of the alphabets indicating last names.

Ms. Susan Shirachi, Director of Disability Services, is accepting requests for assistance to kūpuna and guests with disability-related needs. The Gymnasium is wheelchair accessible, alternate print format of the program can be made available, and sign language interpreters will be present. For these and other

questions, contact Susan as soon as possible. She can be reached at 933-0816 (voice), 933-3334 (TTY), 974-7691 (fax), and shirachi@hawaii.edu. Those with special needs can make parking arrangements through the Disability Services Office. Accessibility Arrangements - ADA Office: 933-0816 (V), 933-3334 (TTY)

There will be a special seating area reserved for dignitaries. For more information, please contact Mary Ann Tsuchiyama by December 1st and we will facilitate that person's welcome. Mary Ann can be reached at 974-7555 or marytsuc@hawaii.edu.

You will receive your diploma cover at commencement, with a note about when your diploma will be ready. If you cannot attend commencement, call the Records and Registration Office for information about receiving your cover and diploma at 974-7385.

An official photographer from Picture Man Hawai'i, Inc. will provide you with information at commencement about the website in which you can order a picture of yourself as you receive your diploma cover. An area will be set aside in the stadium for family members to take photos, as well.

In the meantime, please re-confirm with your advisor that you have fulfilled all requirements for your degree and are eligible to graduate.

If you have questions, please contact the appropriate office:

Academic Questions: Contact the Office of the Dean of your college

CAFNRM: 974-7393

CAS: 974-7300

CoBE: 997-7400

Ka Haka 'Ula o Ke'elikōlani: 974-7342

General Information: Mary Ann Tsuchiyama, Assistant Director
UH Hilo Conference Center: 974-7555

I am eager to make graduation day an event of great pride for you and your family!

September 24, 2007

TO: ALL GRADUATING STUDENTS
FROM: UNIVERSITY OF HAWAII AT HILO BOOKSTORE
RE: COMMENCEMENT INFORMATION

UNIVERSITY OF HAWAII AT HILO STUDENTS:

Commencement is scheduled for **Saturday, December 15, 2007**. The commencement exercise will begin at 9:00 am (check-in begins at 7:30 am) at the UHH NEW Gymnasium. Rehearsal is on Friday, Dec. 15, 2007 at the New Gym from 2:30 pm to 4:30 pm.

GOLD HONOR CORDS:

Students achieving a cumulative 3.5 GPA will be mailed a letter indicating that you can purchase your cord at the Bookstore for \$9.95. Honors Cords are to be worn during commencement. The Record's Office will determine the candidates. Please bring your Honors letter when you purchase your cord at the Bookstore.

CAP AND GOWN:

Beginning Nov. 13, 2007 and running through Dec. 14, 2007, the Bookstore will be selling Caps & Gowns. Caps & Gowns will be in-stock and available for purchase. Our store hours are 8:00 am - 3:30 pm Mon.-Fri.

Cap, gown and tassel \$26.00

Tassel only \$4.50

If you are a large (over 250 lbs) or tall (over 6'6") person, please place a Custom Cap & Gown order at the Bookstore during Oct.2-13, 2006.
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CLASS RINGS:

Our representative for Herff Jones Rings will not be able to take ring order at the Bookstore. Please call Mary Chiang at Ph. No. 808-395-1322 (Honolulu) (e-mail: mbasales@hawaii.rr.com) or visit their website for information:

<http://www.herffjones.com/>

ANNOUNCEMENTS:

The Bookstore will be printing the announcements starting Nov. 5, 2007 thru Dec. 8, 2006. Estimated price is \$1.35 each. **MINIMUM ORDERS AND RE-ORDERS WILL BE 25 ANNOUNCEMENTS.** Please note that announcements are **NOT** required for entrance into the commencement exercise.

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