What You Need To Know

Important Information for Graduates:

1. What is the schedule for the day?
   - 6:30 pm Graduates Arrive for Check-In and Seating
   - 7:00 pm Theater Doors Open for Guests
   - 8:00 pm Convocation Ceremony Begins
   - 10:00 pm Ceremony Ends

**Do not lose your tickets. We will not have any replacement (or additional) tickets at the venue.**

2. Where and when should I arrive?
   - You should plan to arrive at the Theater at Madison Square Garden at 6:30 pm. Enter via the Graduate Entrance on the southeast corner of 33rd Street, near 8th Avenue. It is crucial that you arrive at this time to allow for mandatory check-in and seating.

3. What should I expect at check-in?
   - Check-in tables will be clearly marked with signage when you enter the building. Join the line that corresponds with the first letter of your last name, then show your NYU ID to an NYU staff member at your check-in table. They will give you a program and a “name card” that lists your department and how your name will be read during the hooding ceremony. You must hold on to this card as you will be handing it to an NYU staff member when you cross the stage.

4. Should I arrive wearing my attire?
   - Yes, arrive in your robe and cap. Your hood should be folded over your arm until your name is called when you walk across the stage during the hooding ceremony.
   - Try on your attire the week before the ceremony to ensure that it fits properly.

5. Will I be able to sit with my friends/cohort?
   - Yes! Provided that you arrive early enough to check-in, locate your friends, and find seats together.

6. Who will hood me?
   - There are three designated faculty hooders who will be standing at the front of the stage. Once your name is called, hand your hood to any of them for hooding.
   - If you have an advisor or faculty member who is attending the ceremony and you would like them to hood you instead, you should confirm this with them prior to the ceremony.

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7. Will there be food at the Theater at Madison Square Garden?
   • Concessions will not be available and food is not permitted inside the Theater. We strongly suggest that all graduates and their guests eat dinner prior to your arrival at MSG.

Important Information for your Guests:

1. Where and when should my guests arrive?
   • All guests must enter through Main Entrance at 7th Avenue between 31st and 33rd Streets. Madison Square Garden ushers will not open the house for seating until 7:00 pm. We highly recommend that your guests arrive between 6:45 – 7:00 pm.

2. Will there be an Information Table? What services will it provide?
   • Yes, it is located at the Main Entrance at 7th Avenue between 31st and 33rd Streets. NYU staffers at the Information Table are there to troubleshoot problems. It is also a place where you can leave your guest ticket(s) in an envelope under a guest's name.

3. Is there a coat or bag check at the Theater at Madison Square Garden?
   • No. Due to the large size of the venue, coat and bag check cannot be offered.

4. One of my guests has special needs. Where should they go for priority seating?
   • First, tell them to speak with someone at the Information Table at the ground level Main Entrance. They will be directed to two designated NYU staff members greeting guests with special needs who will assist them in using the two wheelchair lifts.

5. After the ceremony, where should I find my guests?
   • You will be exiting the Theater via a side entrance on 31st Street, which is separate from the Main Entrance on 7th Avenue where your guests will exit. Please confirm a meeting spot outside of Madison Square Garden prior to the ceremony.

Academic Attire Rentals

When/where do I pick up my academic attire?
   • Degree candidates can pick up academic attire from Herff Jones, Inc. at the Coles Sports Center's Barrie Dance Studio (181 Mercer Street between Bleecker and Houston Streets) at the following times:
     o Tuesday, May 12, 11:00 am – 6:00 pm (on-time orders only)
     o Wednesday, May 13, 11:00 am – 6:00 pm (on-time orders only)
     o Thursday, May 14, 10:00 am – 8:00 pm
     o Friday, May 15, 11:00 am – 6:00 pm
     o Monday, May 18, 10:00 am – 4:00 pm
     o Tuesday, May 19, 10:00 am – 4:00 pm

   **We strongly recommend that you pick up your attire by Monday, May 18 at the very latest.**

When/how do I return my academic attire?
   • If you plan to attend the All-University Commencement Ceremony at Yankee Stadium on Wednesday, May 20, you will be able to return your attire to Herff Jones representatives at Gate 8 before 2:30 pm.
   • If you do not plan to attend All-University Commencement, you can return your attire at the Coles Sports Center’s Barrie Dance Studio (181 Mercer Street) from Wednesday, May 20, through Friday, May 22, between 11:00 am and 3:00 pm.