

2012 STUDENT GRADUATION GUIDE

This Graduation Guide provides helpful hints for your participation in the 2012 Graduation Ceremony. This year will mark the 47th ceremony for John Jay College of Criminal Justice. Graduation will be on **Thursday, May 31, 2012 at the Jacob K. Javits Convention Center North**, located at West 40th St. between 11th and 12th Aves.

STUDENTS – Please go to the **38th Street and 11th Avenue entrance for robing.**

GUESTS – Please go to the Javits Center North. Guests may enter the venue at either the **39th or 40th Street entrances on 11th Avenue.**

GETTING THERE

Public transportation is available to the Jacob K. Javits Center North. Please check their website for details here: <http://www.javitscenter.com/Default.aspx?cmsid=40>.

By Bus: M34: Runs east/west on 34th St. The M34 stops on 11th Ave. outside the Javits Center North and Penn Station.

M42: Runs east/west on 42nd street. The closest stop to the Javits Center North is 42nd Street and 11th Ave.

By Subway: The following trains stop at:

- 8th Avenue (Port Authority): **A C E**
- 7th Avenue (Times Square): **1 2 3 N Q R S**
- 6th Avenue & 42nd Street (Bryant Park): **B D F 7**
- 34th Street and 8th Avenue (Penn Station): **A C E**

By Car: For those travelling by car, please consult the Jacob Javits Center website, linked above.

Parking: While there is no parking at the Javits Center, there are many parking garages in the vicinity.

- **Advance**, 249 West 43rd Street, 212.221.8902
- **Astor Parking Corporation**, 1515 Broadway at 44th Street, 212.869.3543
- **Central Parking System**, www.parking.com, 800.836.6666
485 10th Ave, 433 W 37th St, 453 W 35th St, 550 W 37th St, 551 W 38th St, 417 W 35th St, 447 9th Ave,
490 11th Ave, 521 9th Ave, 346 W 40th St, 324 W 34th St, 252 W 40th St, 640 W 42nd St, 304 W 34th St,
575 11th Ave, 360 W 31st St, Port Authority Bus Terminal, 628 8th Ave
- **Enterprise Parking System**, www.enterpriseparking.com
453 W 38th St, 404 W 37th St, 451 10th Ave, 444 10th Ave, 447 W 35th St
- **Square Industries**, 306 W 44th St, 212.247.5807
- **Times Square Park**, 220 W 41st St, 212.730.1777

ARRIVAL TIME – YOU MUST BE ON TIME!

Please arrive by 9:00AM for the 10:30AM ceremony.

The morning ceremony is for recipients of the following degrees: Correctional Administration, Correctional Studies, Criminal Justice, Criminal Justice Administration and Planning, Economics, Fire Science, Police Studies, Protection Management, Public Administration, or Security Management.

Please arrive by 2:00PM for the 3:30PM ceremony.

The afternoon ceremony is for recipients of the following degrees: Computer Information Systems, Criminology, Deviant Behavior (Culture and Deviance Studies), English, Forensic Computing, Forensic Psychology, Forensic Science, Gender Studies, Global History, International Crime and Justice, International Criminal Justice, Judicial Studies, Justice Studies (Humanities and Justice Studies), Legal Studies, Mental Health Counseling, Political Science(Government), or Dispute Resolution Certificate.

ROBING

To help you look your best in your academic attire, John Jay staff will be available to provide assistance. Remember to bring your robe, hood, cap, tassel and photographer's card. If you are graduating with honors, remember to bring your honor's cord! Upon arriving, you will be directed to the robing room by College staff (dressed in blue robes). **There will be no lockers or storage space to secure your personal items.** Bags, cameras, and phones should be left with your family members. You may be standing for close to an hour before the procession into Javits North, so wear comfortable shoes and dress accordingly.

GRADUATION ETIQUETTE

This is a time to celebrate your years of hard work and accomplishments. It is also an opportunity for the College to celebrate your achievement. The following is expected of all participants:

- **You must stay for the entire event.** Once the procession has begun, you may not leave the room. It is disruptive and disrespectful to the other graduates who are waiting to receive their diplomas.
- Cell phone use is not permitted in Javits Center North.
- A marshal will indicate that it is time for your row to move to the stage.
- After receiving your diploma, a marshal will show you back to your seat.

FAMILY AND GUESTS

Javits Center North will open at 9:00 am and 2:00 pm for the morning and afternoon ceremonies. Guests should enter at the **39th or 40th St. entrances**. Please note that every person, including children and infants, needs a ticket for the commencement ceremony. **THERE WILL ONLY BE THREE TICKETS PER GRADUATE. Due to occupancy limits and fire code regulations, infants and children cannot attend without a ticket of their own.** Family members and guests should be seated in Javits North no later than 9:45AM and 2:45PM. Anyone arriving after 10:15AM will not be allowed to enter until after the graduates have been seated in Javits North.

Please be aware that if you leave Javits North, you will not be permitted to reenter. After the ceremony, all graduates and their guests will be directed to an exit depending on their seating location. Please plan to meet family and friends at a pre-arranged location after the ceremony. The Graduation Ceremony is approximately two hours long and it may be difficult for a child to remain seated for the entire ceremony. Please do not make lunch reservations before 1:30pm or dinner reservations before 6:30 pm.

GUESTS WITH SPECIAL NEEDS

Seating arrangements for guests with special needs may be made through the Office of Accessibility Services. Please contact Ms. Danielle Officer at 212-237-8185/dofficer@jjay.cuny.edu or Ms. Nadine Griffith-Allen at 212-237-8119/ngriffith@jjay.cuny.edu. Guests who have difficulty walking may want to arrive early to allow extra time to get to their seats. **Javits North does not supply wheelchairs.** Graduates and guests may, of course, provide their own. Robed college staff will be available to direct guests with special needs to their seats via accessible routes.

MEDIA

LIVE STREAMING

Live Streaming will be available via the college's website.

PHOTOGRAPHS

GradImages will take photographs of the Graduation ceremony. There will be three professional photographs taken of you when you are at the foot of the stage, when you shake the President's hand, and when you leave the stage.

You **MUST** complete the photographer's card given to you when you pick up your academic attire and bring it with you to the Graduation ceremony. You will receive an email from GradImages containing a proof and additional information about purchasing photographs within a few days of Commencement. There is no obligation to purchase. **Please ask your guests to remain in their seats.** They should not come forward for pictures that would block the view of other guests. There will be many opportunities for pictures after the ceremony!

DVDs

There is an online order form if you are interested in pre-ordering or purchasing a video of the commencement ceremony.

OTHER INFORMATION

GRADUATION PROGRAM

Each graduate will receive a program that will list the Order of the Exercises for the day, the names of all graduates, and full details about the ceremony.

CONTACT INFORMATION

Please contact the Office of Student Transition Programs at graduation@jjay.cuny.edu for more information. The email will be checked daily until 5pm on May 30th.

CONGRATULATIONS TO THE CLASS OF 2012!!!