

March 2011

Dear Parents and Families: Commencement weekend is only two months away. Save the date, May 13–15!

As outlined in this brochure, the Parent Relations Office offers special activities, meals and accommodations throughout the weekend. And, we are happy to assist in any way we can to ensure this special time is enjoyed by our graduates and their families.

If you have any questions about the weekend's celebrations, please feel free to call the Office of Parent Relations at (315) 781-3546. Be sure to visit www.hws.edu/parents to check for any schedule changes prior to the weekend.

We look forward to celebrating the Classes of 2011.

Sincerely,

Kerry Cassell P'07, P'10, P'12
Director of Parent Relations

Amanda Hoban
Administrative Assistant

Parent and Family Information: Student Communications

The Deans' Offices contacted students in February with information about caps and gowns and associated fees. Soon, students will be notified about schedules for rehearsals and procedures for assuring correct name pronunciation for Commencement. Students and parents who have outstanding bills, which must be paid before Commencement, will be notified by the Business Office. Should you have any questions regarding your child's eligibility for graduation, please contact the Office of the Registrar directly at (315) 781-3651.

Registration

Families who will stay on campus and/or will purchase meal tickets must preregister by May 6 and must register at the Welcome Desk in the lobby of Jackson/Potter/Rees (JPR). The Welcome Desk will be open on Friday, May 13, from 4-6 p.m. and on Saturday, May 14, from 10 a.m.-2 p.m. Room keys, meal tickets, messages and general information will be available at the Welcome Desk. **If you plan to arrive after the desk closes at 2 p.m. on Saturday, please have your son or daughter pick up your tickets and room keys during regular registration hours. Any room keys not picked up by 2 p.m. on Saturday will be available at the Campus Safety Office in the Medbery parking lot.**

COLLEGE STORE

The College Store is your source for announcements and invitations, diploma frames, class rings and college chairs. Please visit collegestore.hws.edu and click on Graduation Items.

Schedule of Events

Friday, May 13

- 4 - 6 p.m. **Welcome Desk**
JPR Lobby
- 6 - 9:30 p.m. **Senior Family Barbeque & Events***
Stern Lawn
- 8 p.m. **Erev Shabbat Service**
Temple Beth-El, 755 S. Main Street
- 9 p.m. **Oneg Shabbat Dessert Reception**
Abbe Center for Jewish Life, 764 S. Main St

Saturday, May 14

- 10 a.m. **Shabbat Service**
Temple Beth-El, 755 S. Main Street
- 10 a.m. - 2 p.m. **Welcome Desk**
JPR Lobby
- 10 a.m. **Academic Achievement Ceremony**
The Quad
(rain location: Albright Auditorium)
- 2:30 p.m. **Baccalaureate**
Trinity Church, 520 S. Main Street
- 4 - 5:30 p.m. **Provost and Deans Reception for Graduates & Parents**
Trinity Parish Hall
- 4:30 p.m. **Roman Catholic Mass**
St. Francis DeSales Church
130 Exchange Street
- 5 - 7 p.m. **Open House/Reception**
Intercultural Affairs Center
288 Pulteney Street
- 6 - 7:30 p.m. **Candlelight Dinner Gala***
Great Hall of Saga
Scandling Campus Center

Sunday, May 15

- 8 a.m. **Holy Eucharist**
St. John's Chapel, on campus
- 8 - 9:30 a.m. **Breakfast***
Great Hall of Saga
Scandling Campus Center
- 10 a.m. **Commencement Procession begins****
- 10:30 a.m. **Commencement Program begins****
The Quad
(rain location: Robert A. Bristol '31 Field House)
- 12:30 p.m. **Reception**
William Smith Green
- 1 p.m. **Luncheon***
Great Hall of Saga
Scandling Campus Center

* *Reserved tickets required. Please complete attached form.*

** *Tickets are not required for the Commencement Ceremony. All are welcome.*

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Office of Parent Relations
615 S. Main St.
Geneva, NY 14456



HOBART AND WILLIAM SMITH
COLLEGES



Commencement
2011

Parent and Family Information

Hobart and William Smith Colleges Commencement Registration Form

Online registration is also available at our website:
www.hws.edu/parents/register.aspx

All reservations must be received by Friday, May 6, 2011.

Name: _____

Please check here if you have special needs.
A staff member will be in contact with you.

Graduate's Name: _____

ROOMS

Room at \$55 / per night / per room (rooms have 2 single beds)

Please reserve the following number of rooms:

Friday Saturday Sunday

Rooms: _____

Occupants' Names:

Room Total: \$ _____

MEALS

Meals: I/we will participate in the following meals:

	Meal	Number
Friday	Senior Barbeque	_____ Adult \$16 _____ Senior with their Senior Week Bracelet (no charge) _____ Child 6-12 yrs \$8

Saturday	Dinner Gala*	_____ Adult \$20 _____ Child 6-12 yrs \$10 _____ Graduate w/meal plan (no charge)
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*Saturday Dinner Reservation Time (required) _____

Sunday	Breakfast	_____ Adult \$9.50 _____ Child 6-12 yrs \$4.75
	Lunch Buffet	_____ Adult \$13.95 _____ Child 6-12 yrs \$7

Meal Total: \$ _____

Total for Rooms and Meals: \$ _____

Checks should be made payable to *Hobart and William Smith Colleges*.

You may also pay with the following credit cards:

Visa MasterCard Am Ex

Cardholder's Name: _____

Card #:

Exp. Date: _____

Signature: _____

You may fax your registration to
Amanda Hoban at (315) 781-3767
or mail to the Office of Parent Relations,
615 South Main Street, Geneva, NY 14456.

If you have any questions, please contact the
Office of Parent Relations at (315) 781-3546.

Because of time limitations and fixed costs, all Commencement registration fees and charges are nonrefundable.

MEALS

All meal tickets should be ordered by Friday, May 6, using the attached registration form or online at www.hws.edu/parents/register.aspx. Vegetarian entrees will be available at all meals. Children five and under eat for free and do not require reservations or tickets for any event. Tickets should be picked up at the Welcome Desk in JPR lobby on Friday, May 13, or Saturday, May 14. All meals will be served in the Great Hall of Saga in the Scandling Campus Center (with the exception of the barbeque). **When registering, please note the following: Student meal cards will be honored for graduating seniors only at the Candlelight Dinner Gala on Saturday evening. Graduating seniors who plan to join their families at other meals (except the barbeque) must purchase a ticket in advance.**

Senior Family Barbeque / Event

6 – 9:30 p.m., Friday, May 13

\$16 for adults, \$8 for children 6-12 yrs, 5 yrs and under free

Planned by the Senior Classes of 2011 along with Student Activities, the evening will include a traditional barbeque on Stern Lawn, performances by the campus a cappella groups and a live band. The evening will conclude with a fireworks display. No need to purchase the graduating senior a ticket; the senior week bracelet gains him/her admittance to the barbeque.

Candlelight Dinner Gala

Parents, Family, Friends and Graduates

6 – 7:30 p.m., Saturday, May 14

\$20 for adults, \$10 for children 6-12 yrs, 5 yrs and under free

This Candlelight Dinner Gala located in the Great Hall of Saga in the Scandling Campus Center includes linen and waited service. The menu features assorted hors d'oeuvres, Caesar salad, tossed salad, steamship round of beef, marinated chicken medallions w/roasted yellow and red peppers, oven roasted potatoes, spanakopita, seasoned medley of fresh vegetables and shrimp scampi, assorted fresh cut fruit, assorted rolls and butter, soft drinks, coffee, tea, and a beautiful dessert bar.

To complement your meal, a selection of wines, champagne and beer will be available for purchase. Reservation times are available 6 – 7:30 p.m. Please note your desired dinner reservation time on your registration form. **Meal cards will be honored for graduating seniors only.**

Commencement Breakfast Buffet

Parents, Family and Friends

8 – 9:30 a.m., Sunday, May 15

\$9.50 for adults, \$4.75 for children 6-12 yrs, 5 yrs and under free

Commencement Luncheon Buffet

Parents, Family, Friends and Graduates

Immediately following Commencement

\$13.95 per adult, \$7 for children 6-12 yrs, 5 yrs and under free

ROOMS

Rooms are available for families in residence halls on Friday, Saturday and Sunday nights. These dormitory rooms have two twin beds with shared bathrooms and limited amenities. Linens are included in the cost, yet you may want to bring, extra pillows, larger towels, a fan, and an alarm clock. **All rooms are \$55 / per room / per night and must be reserved by Friday, May 6. Please use the attached reply form or visit the website www.hws.edu/parents/register.aspx to reserve room(s) online.**

OTHER

Commencement: Tickets are not required to attend the Commencement ceremony; all are welcome. Commencement will take place on Sunday, May 15, on the Hobart Quadrangle. The procession begins at 10 a.m. The program will begin at 10:30 a.m. and last about two hours. In May, Geneva temperatures can range from the mid 30s to the high 80s. Warm clothing, sun protection, appropriate footwear and umbrellas are all advisable.

Rain Plan: Should the weather be inclement, Commencement exercises will be moved to the Robert A. Bristol '31 Field House at the Caird Center for Sports and Recreation. WGVA (1240 AM) and WEOS (88.7 and 90.3 FM) will make continuous announcements Sunday morning beginning at 7 a.m. You may also call (315) 781-3150 or check the Daily Update at www.hws.edu for the most current information regarding location. Special parking and shuttle services will be made available should the rain plan be implemented.

Photographs and DVDs: A professional photographer will photograph each graduate individually as he or she receives the diploma. You will receive a color proof and order form a few weeks after Commencement. (See enclosed form for DVD information.)

Press Releases: Press releases will be sent to the hometown newspaper of graduates after Commencement upon request. As soon as possible, but prior to Commencement, please e-mail publicity@hws.edu with your hometown newspaper's name and address along with a current photo of the graduate.

College Store: The College Store will be open from 9 a.m. to 4:30 p.m. Saturday, May 14, and from 9 a.m. to 2 p.m. on Sunday, May 15. The store offers personal care items, books, gifts and Hobart and William Smith insignia apparel and memorabilia. Visit collegestore.hws.edu or call (315) 781-3449.

Senior Week Committee: A student Senior Week Committee plans activities for seniors the week leading up to Commencement. You may call the Student Activities Office with any questions (315) 781-3513.

Special Needs: If you have any special needs that may require accommodation in order to ensure your full participation in Commencement Weekend, please contact the Parents Office at (315) 781-3546. There will be a sign language interpreter at Commencement.

DETACH AND RETURN WITH PAYMENT

