

## IMPORTANT COMMENCEMENT INFORMATION ENCLOSED

*Please read the enclosed information carefully  
and respond as soon as possible*

- ✓ Graduates letter from the Provost
- ✓ Graduate Fair Information
- ✓ Cap and Gown Ordering Information
- ✓ Baccalaureate Mass Information
- ✓ Commencement Brunch ticket order form
- ✓ Commencement Event Summary Sheet to post

# HILBERTCOLLEGE

OFFICE OF THE PROVOST AND  
VICE PRESIDENT FOR ACADEMIC AFFAIRS

February 2020

Dear Graduates of 2020:

Commencement is an exciting day for Hilbert College, the graduates, and their friends and family. **Please review all the information in this letter carefully.** A separate summary is provided for your convenience. This information is also available on the website at <http://www.hilbert.edu/commencement>.

The day's events on Saturday, May 9th will begin at 9:30 a.m. with Baccalaureate Mass in Swan Auditorium, 5200 South Park Ave., Hamburg. Students should meet in Paczesny Hall Room 216 in Paczesny Hall to be robed no later than 9:00 a.m.

A brunch for students, family, faculty and staff will be held on campus from 10:30 a.m. until noon. Tickets for the brunch will be available to purchase at the Grad Fair on **March 25<sup>th</sup>** and through the Faculty Office in 109 Bogel Hall, first floor, beginning **March 26**. Tickets must be purchased by **May 1st**. An order form for brunch tickets is enclosed. Tickets will not be available at the door.

The commencement exercise will be held at the Watermark Wesleyan Church of Hamburg at S 4999 McKinley Parkway, Hamburg. The formal program **will begin promptly at 1:00 p.m.** and will last approximately one and one-half hours. Students arriving after 12:30 p.m. **WILL NOT** be allowed to participate in Commencement. The President's Reception for you and your guests will follow immediately in the atrium of the church.

There is a limited number of invitations available to each graduate. Please take special note of the following information with regard to invitations:

In order to ensure that all graduates and their families are able to equally participate in the commencement ceremony on May 9, 2020, each graduate will be eligible for up to **six** invitations. Invitations for the ceremony will be distributed beginning **March 25<sup>th</sup> at the Grad Fair between 2:00 p.m. – 6:00 p.m.** Students unable to attend the Grad Fair can pick up invitations in the Registrar's office **Monday – Friday 8:30 a.m. – 4:30 p.m. beginning March 26<sup>th</sup>.** Each guest, including children, will need an invitation to gain entrance to the ceremony.

While we understand that this may limit the number of guests that some graduates are able to have in attendance, it is the only way to ensure that the guests of all students are fairly accommodated.

If you haven't done so already, please contact the registrar and complete your application for degree at [studentrecords@hilbert.edu](mailto:studentrecords@hilbert.edu) or 926-8942.

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In addition to these instructions, I ask you to follow these directions in order to ensure that this day goes as planned:

- If you are attending the Baccalaureate Mass, please dress in your gown and meet in Paczesny Hall, Room 216 at 9:00 a.m. to line up to process to the Auditorium. Caps are not worn to the Mass.
- For commencement, arrive at the Watermark Wesleyan Church no later than 12:15 p.m. Following the directions of the ushers, please proceed to the robing area. Go to the area in that room that is marked by your academic major.
- Dress in cap and gown and await your final instructions related to the ceremony. By 12:45 p.m. the procession of graduates will leave the gathering space for the auditorium. Students arriving after 12:30 **will not** participate in commencement.

Leave all valuables, purses, jackets, etc., with relatives or friends. Please leave all cell phones, and electronic devices with relatives or friends or simply leave them at home. **No personal items should be left in the gathering room.**

- Please follow all posted rules with regard to smoking on the church grounds. Obviously, there is no smoking allowed inside the building itself.
- Doors to the auditorium will open at 11:45 a.m. for family and guests. Please do not sit in roped off areas.

If you have any questions related to Commencement 2020, please contact either the Office of Academic Affairs, (716) 926-8923 with reference to academic matters or the Registrar's Office at (716) 926-8942 with reference to invitations.

Thank you for your cooperation; I am looking forward to seeing you at another great Hilbert College Commencement.

Sincerely,



Kristina Lantzky-Eaton, Ph.D.  
Provost and Vice President for Academic Affairs



# 2020 Grad Fair

Wednesday, March 25, 2020

Please stop by between  
2:00pm – 6:00pm

Campus Center Lower Level



Get measured and purchase your cap and gown.



Pick up your invitations for  
Commencement and sign up for Baccalaureate Mass.



Purchase Brunch tickets.



Sign up to join the Alumni Association.



Get a free gift from Student Activities.



Enter to win great prizes and enjoy refreshments.



## Hilbert College Bookstore

### GRAD FAIR March 25, 2020

Hilbert College Bookstore - Campus Center 2:00pm to 6:00pm

The Hilbert College Bookstore is your source for Graduation regalia and more. \*If you are unable to attend this event, stop into the bookstore and purchase your commencement attire **BEFORE April 3!**

- 1)** Try on, pay for and take home your commencement attire.
- 2)** Purchase an official, embossed Hilbert College diploma frame.
- 3)** Check out the Hilbert Alumni gear.
- 4)** Personalize your custom-made (Factory Rep here) Hilbert collegiate ring.

Prices for Complete Degree Commencement Regalia package:

<b>Associates</b> (gown, cap & 2-color tassel)	\$42.50	(44.52 tax included)
<b>Bachelors</b> (gown, cap, tassel & degree hood)	\$73.75	(77.25 tax included)
<b>Masters</b> (gown, cap, tassel & degree hood)	\$81.59	(85.47 tax included)

Components only:

Bachelors Degree Hood	ONLY	\$31.25
Masters Degree Hood	ONLY	\$35.42
Memory 2-color Tassel	ONLY	\$ 5.67
Cap ONLY	(1-size-fits-most, or XL size)	\$ 6.92

Thank you for your patronage to the Hilbert College Bookstore and for choosing Hilbert College to pursue your dreams. Congratulations and best wishes for a happy, healthy and success-filled future!

# HILBERT COLLEGE

## 2020 Commencement Brunch

Graduates and their families are invited to attend Commencement Brunch on Saturday, May 9, 2020 following the Baccalaureate Mass. Brunch will be held in the Hafner Recreation Center on the Hilbert campus from 10:30 a.m.-noon.

The menu will include fresh fruit, assorted pastries, scrambled eggs, sausage, home fries, French toast, coffee and juice.

Tickets may be purchased through the Faculty Services office until **May 1st**.

Tickets for graduates are \$5 each; family and friends are \$14.75 each and \$6.75 each for children 10 years of age and under. Please make checks payable to Hilbert College and send to: Crystal Raslawsky, Faculty Services Office, Bogel 109, Hilbert College, 5200 South Park Ave., Hamburg, New York 14075. Tickets are also available at the Grad Fair and in the Faculty Services Office, Bogel 109, M-F 8:30 a.m-4:30 p.m.

**Tickets are pre-sale only until May 1<sup>st</sup> ; tickets cannot be purchased at the door.**

If you have any questions, please call Crystal Raslawsky at 926-8874.

Please use the order form below to purchase your tickets.

STUDENT'S NAME \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ (Tickets will be mailed to this address)

City \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

\_\_\_\_\_ Graduates @ \$5.00 each = \_\_\_\_\_

\_\_\_\_\_ Adult tickets @ \$14.75 each = \_\_\_\_\_

\_\_\_\_\_ Children 10 and under @ \$6.75 each = \_\_\_\_\_

Total Amount Enclosed \$ \_\_\_\_\_

\* Please indicate if wheelchair access is needed \_\_\_\_\_ Yes \_\_\_\_\_ No

\* Please indicate how many will be attending the Baccalaureate Mass @ 9:30 a.m. \_\_\_\_\_

# HILBERT COLLEGE

Mission Integration & Campus Ministry

## Baccalaureate Mass

### **Congratulations Class of 2020!**

As part of the Commencement celebration and in keeping with our Catholic, Franciscan identity, it has been a longstanding tradition at Hilbert College to hold a Baccalaureate Mass in honor of the graduating class. I am happy to announce that this year's Mass will be held on Saturday, May 9, 2020 at 9:30am. The location is Swan Auditorium here on campus. All graduates of 2020 and their families are cordially invited and encouraged to attend this very special liturgy. Unlike the Commencement ceremony, you may bring as many guests as you wish to the Mass, and tickets are not necessary. However, it is requested that you please RSVP to [estack@hilbert.edu](mailto:estack@hilbert.edu), by calling (716) 926-8773, or by coming to the President's office to indicate how many will attend. If you or a family member is in need of special assistance, please let us know.

Graduates will assemble at 9:00 am with their academic gowns (not caps or hoods) in room 216 of Paczesny Hall. Staff members will be there to assist you and lead you in procession along with trustees, administrators, faculty and staff. Guests will go directly to auditorium. Join others from the Hilbert community at this Baccalaureate Mass to give praise and thanks to God on the joyous day of Commencement! All are welcome!

Mamie Smith

Vice President of Mission Integration and Campus Ministry

# HILBERT COLLEGE



2020

## Commencement Events

### **Saturday, May 9, 2020 – Baccalaureate Mass**

Baccalaureate Mass will be held in Swan Auditorium located on Hilbert Campus 5200 South Park at 9:30 am Saturday, May 9<sup>th</sup>

### **Saturday, May 9, 2020 - Commencement Brunch**

Hafner Recreation Center 10:30 am until noon

Pre-sale tickets available until May 1st

Coffee, juice, fresh fruit, French toast, scrambled eggs, sausage, home fries, assorted pastries.

### **Saturday, May 9, 2020 - Commencement**

Wesleyan Church

S4999 McKinley Parkway at 1:00 p.m.

Be at Wesleyan Church at 12:15 p.m. no later than 12:30

Usually lasts about 1 ½ hours. President's reception after at church (cookies and punch)





# Commencement Events

## **Grad Fair**

Please stop by the Campus Center on **March 25<sup>th</sup>** between 2:00pm – 6:00pm to purchase your cap and gown and pick up tickets to Commencement. Baccalaureate Mass information and brunch tickets will also be available. Sign up to win great prizes and celebrate your commencement with some light refreshments. If you are not available on the **25<sup>th</sup>**, you can purchase your cap and gown from the bookstore any day before **April 3<sup>rd</sup>** between 9:00am - 6:00pm. You can pre-order your cap and gown by contacting the Bookstore.

## **Invitations**

Invitations will be distributed beginning **March 25<sup>th</sup>** at the Grad Fair. Each graduate will be eligible for up to 6 invitations. Students unable to attend the Grad Fair can pick up invitations in the registrar's office beginning **March 26<sup>th</sup>**.

## **Caps and Gowns**

Caps and Gowns must be purchased and picked up at the bookstore located in the Campus Center no later than **April 3<sup>rd</sup>**. Students may pick up caps and gowns beginning **March 25<sup>th</sup>** at the Grad Fair from 2:00-6:00. You can pre-order your cap and gown by contacting the Bookstore

## **Friday, May 8, 2020 - Honors Awards**

Honors Program at 7:00 pm in Swan Auditorium –Invitations are sent to students being recognized. Please RSVP by **May 4<sup>th</sup>** if attending.

## **Saturday, May 9, 2020 – Baccalaureate Mass**

Baccalaureate Mass will be held in Swan Auditorium located on Hilbert Campus, 5200 South Park at 9:30 am Saturday, May 9<sup>th</sup>.

Students attending Mass should meet in Paczesny 216 no later than 9:00am to be robed.

Please e-mail Eileen Stack, Administrative Assistant to the President, at [estack@hilbert.edu](mailto:estack@hilbert.edu) to let her know if you plan to attend Baccalaureate Mass.

**Saturday, May 9, 2020 - Commencement Brunch** Hafner Recreation Center 10:30 am until noon Ticket prices are: \$14.75 - Adult, \$6.75 - Child, \$5.00 – Graduate.

Coffee, juice, fresh fruit, French toast, scrambled eggs, sausage patties, home fries, assorted pastries. **Pre-sale tickets only.** Tickets **are not** available at the door. Tickets are available in the Faculty Office, Bogel 109, until **May 1<sup>st</sup>** (see attached information)

## **Saturday, May 9, 2020 - Commencement**

Wesleyan Church S4999 McKinley Parkway at 1:00 p.m.

Arrive at Watermark Wesleyan Church at 12:15 p.m. **no later than 12:30.**

Usually lasts about 1 ½ hours. President's reception after at church (cookies and punch)