

**2008 Commencement Information
for Students in the Department of Political Science
May 2008 Announcement**

Congratulations! You may be eligible to participate in the 2008 Political Science Department Commencement Ceremony on Sunday, June 15. Here is some useful information for you and your family:

1. You will be eligible to participate in the commencement ceremony if you:

- Are a **Fall Quarter 2007 graduate**;
- Are a **Winter Quarter 2008 graduate**;
- Will be a **Spring Quarter 2008 graduate**
- Will be a **Summer 2008 graduate**
- Will be a **Fall 2008 graduate with a special inclusion petition approved by the college.**
- **And** have filed with the Office of the Registrar your "**Declaration of Candidacy**" for your academic degree for either Spring Quarter 2008, Summer Session 2008, or Fall 2008.

2. The **Department Commencement**, including the march of the graduates as the Class of 2008, will be held in **Pauley Pavilion** from **9:00am to 11:00am, Sunday, June 15**. This is the only graduation ceremony at which students will be individually recognized.

3. The more detailed **College Commencement website**, with information about ticket ordering, etc., is at <http://www.college.ucla.edu/commencement>. You will receive another MyUCLA notice when the website is activated. This website will provide you and your families with all of the information needed for your participation and their attendance. Also, make sure that you have declared your candidacy on URSA or in Murphy Hall.

4. Due to seating capacity limitations, tickets are required at the departmental graduation. On-line ticket ordering was done via MyUCLA, from April 29 th to May 14th. Now additional guests tickets must be ordered through the Political Science department either at the undergraduate office in 4269 Bunche Hall or with Christina Girard at the department main office in 4289 Bunche Hall. Four guest tickets are issued at no cost and each ticket ordered after the 4th is billed at \$8 per ticket to SBAR. Once ordered no unused tickets are refunded. Tickets may be ordered through the Political Science Department up to Friday, June 13, and must be picked up at the Central Ticket Office, CTO, by their closing time of 4:00 p.m. on Friday, June 13.

Participating Students

It is your responsibility to order tickets for all College events during the 2008 UCLA Commencement Weekend of June 13-15. This includes:

- RSVP(s) for your participation in the departmental graduation ceremony Sunday, June 15;
- Obtaining tickets for your family and guests for the 2008 UCLA Political Science Department Commencement Sunday June 15 in Pauley Pavilion.

Ticket ordering for Commencement Weekend 2008 on MyUCLA begins at 12:01am, Tuesday April 29 and ends at 11:59pm on May 14.

If you miss the May 14 deadline for ordering your tickets you will need to see Kathleen Escobedo or James Bondurant in the Political Science undergraduate counseling office located in Bunche 4269 A or B. <http://www.studentgroups.ucla.edu/pssso/>

Departmental Graduation

Guest tickets that are ordered via MyUCLA between April 29 and May 14 may be picked up beginning May 19 and **not later than June 2**.

Once an ordering period has ended, MyUCLA notices will be sent as reminders to all students who placed orders during that period. Ticket orders for the department event may be modified through May 14 via MyUCLA. After May 14 orders for additional tickets maybe made in person at the undergraduate office. Guest tickets ordered for the Department Commencement may be picked up beginning Monday May 19 through June 2 by 4pm at the Central Ticket Office (CTO). Charges are non-refundable for purchases of guest tickets after May 14 for the department ceremony; however, you may order tickets up to commencement weekend.

College of Letters and Science Graduation

Important: Tickets not picked up for the College of Letters and Science Commencement Ceremony by June 2 will be invalidated and released to other students

Ticket Pick-up Locations

Tickets for the departmental graduation are to be picked up at the Central Ticket Office at the James West Center (facing Pauley Pavilion). Pre-paid guest parking permits also ordered through MyUCLA must also be picked up at the Central Ticket Office.

Display of the UCLA BruinCard or other photograph ID is required at the time of pickup. Students who are away from campus and not able to pick up their tickets in person should contact either the Central Ticket Office or the departmental office for special arrangements.