



2024 Commencement Events  
\*Tentative\*

**SATURDAY, MAY 4<sup>th</sup>**

- 10:45 A.M.      **Seniors Meet for Daisy Chain.** *Martin Science Building Steps. Rain Site: Smith Memorial Building, Smith Hall Theatre.*
- 11:00-11:30 A.M.      **Daisy Chain.** *Martin Science Building Steps. Rain Site: Smith Memorial Building, Smith Hall Theatre.*
- 11:00 A.M.–  
1:00 P.M.      **Brunch.** *Cheatham Dining Hall.*  
A brunch buffet is available for purchase; no reservations required.
- 1:30 P.M.      **Phi Beta Kappa Initiation Ceremony.** *Smith Memorial Building, Alice Ashley Jack Room.*  
Initiation ceremony and reception for initiates and their guests.
- 2:30 P.M.      **M.A.T. Awards Ceremony.** *Maier Museum of Art.*
- 3:00 P.M.      **M.A.C.S.L. Graduate Recognition Ceremony.** *Smith Memorial Building, Alice Ashley Jack Room.*
- 4:00–5:30 P.M.      **Garden Party.** *Student Center and Michels Plaza.*  
Celebration for Master's degree students, undergraduates, families, and guests with the College President, administration, and faculty. Dress: Cocktail attire.

**SUNDAY, MAY 5<sup>th</sup>**

- 6:30–8:30 A.M.      **Breakfast.** *Cheatham Dining Hall.*  
A breakfast buffet is available for purchase; no reservations required.
- 7:45–8:45 A.M.      **Commencement Rehearsal.** *Tennis Courts. Rain Site: Smith Memorial Building, Smith Banquet Hall.*  
Participation is mandatory for graduates and squires. Graduates should come dressed and ready for Commencement. Cap, gown, and hood should be readily available. Please eat breakfast before rehearsal, as you will not have time afterward.
- 8:45 A.M.      **Commencement Procession Forms.** *Graduates line-up on the Tennis Courts. Rain Site: Smith Memorial Building, Smith Banquet Hall.*
- 8:50 A.M.      **Commencement Procession Begins.**
- 9:00 A.M.      **Commencement.** *WildCat Stadium. Rain Site: Smith Memorial Building, Smith Hall Theatre.*
- 10:30 A.M.–  
1:00 P.M.      **Commencement Brunch.** *Cheatham Dining Hall.*  
A buffet brunch is available for purchase; no reservations required. The College will provide brunch free of charge for all graduates.
- 11:00 A.M. –  
1:00 P.M.      **Hood Return.** *Main Hall Lobby.*  
Undergraduate hood return will be located in Main Hall Lobby. Hoods are available for purchase at \$35.00 each.
- 6:00 P.M.      **Residence Halls Close for the summer.** (No exceptions.)

\*Schedule is tentative and information is subject to change at any time\*

# General Information

## Commencement Logistics and Rain Tickets

Commencement will be held at 9 A.M. Sunday, May 5, 2024 in WildCat Stadium. It can be very warm in late-May, so we encourage you to bring conveniently sized bottles of drinking water to the event. Water stations will be also available in WildCat Stadium. Portable restrooms will be available at the entrance of WildCat Stadium.

In case of rain, the ceremony will be held in Smith Hall Theatre, which has approximately 800 seats. Should Commencement be held indoors, each senior will be allotted number of rain tickets for guests to attend the actual ceremony (graduates and squires do not require a ticket). Overflow seating with a live webcast of the Commencement ceremony will be shown in the Student Center in Hampson Commons – no ticket required. A system to reserve allotted rain tickets and request additional tickets will be emailed to graduates. Rain tickets will be available for pick up in the Office of the Dean of Students during final exam week. M.A.T. and M.A.C.S.L. students will receive their rain tickets at the M.A.T. Awards and M.A.C.S.L. Graduate Recognition Ceremonies.

## Parking Information

All vehicular traffic will **enter the campus from Norfolk Avenue onto East Campus Drive. Traffic will move in one direction only**, proceeding toward WildCat Stadium from the entrance. (See campus map here: [https://www.randolphcollege.edu/about/wp-content/uploads/sites/5/2018/01/campus\\_map.pdf](https://www.randolphcollege.edu/about/wp-content/uploads/sites/5/2018/01/campus_map.pdf)). Passengers may be dropped off at the stadium gate ramp – volunteers will be there to help with seating information, further guidance, and greet other guests as they arrive. Traffic will continue through campus following West Campus Drive as Campus Safety Officers will direct each vehicle into appropriate parking areas along the route. As each lot fills to capacity, the lot will be closed. **Please remain alert as pedestrian and vehicular traffic will be in motion simultaneously on campus thoroughfares during arrival and departure. Your safety is of the utmost importance.**

Once the ceremony has concluded, **ALL traffic must exit the campus in a westerly direction onto North Princeton Circle from West Campus Drive.** Lynchburg police will be present to assist with exit from North Princeton Circle onto Rivermont Avenue.

Specific parking details:

- Handicap accessible parking will be available near the stadium, across from the tennis courts. Please inform the Campus Safety Officer at the East Campus Drive entrance of your parking needs.
- **The entrance to Main Campus Drive will close no later than 6:00 p.m. on Saturday, May 4<sup>th</sup>.**

As a reminder, city police will enforce parking regulations on the streets surrounding the College throughout the weekend. Guests are reminded to observe all parking, traffic control, and informational signs. The upper Magnolia Foods/Riverside Runners parking lot (between Rivermont Avenue and Norfolk Avenue) is limited to business patron use only. Improperly parked vehicles in this and other restricted lots or areas may be ticketed, or towed, at owner's expense without further notice.

## Assistance for Guests with Special Needs

If your party will include someone who has special needs, please contact the Office of the Dean of Students. Requests for a sign language interpreter and/or handicap-accessible seating, and parking must be made in advance by emailing [deanofstudents@randolphcollege.edu](mailto:deanofstudents@randolphcollege.edu) or calling (434) 947-8895.

## Cell Phones, Cameras, and Video Equipment

During Commencement, all cell phones should be turned to silent. Use of cameras and video equipment during Commencement is permitted in designated areas, but should not interfere with the flow of the program. A professional photographer will take a photo of each graduate receiving a diploma. Photographs will be available for **free** download on the Commencement website approximately two weeks after Commencement.

## Noise Makers

The use of air horns, cowbells, and other noisemakers is NOT permitted during the ceremony.

## Pet Policy

Randolph College has a "no pet" policy that is strictly enforced. Pets are not allowed at the Commencement Ceremony. Service animals that provide assistance to individuals with disabilities are permitted.

## Digital Commencement Program

A digital Commencement program, which is a part of the College's sustainability efforts, will be available for download on the Commencement website and will contain final information, including honors awarded.

## Important Reminder

**It is important for graduates to *BE ON TIME*** for Daisy Chain, Commencement rehearsal, and lineup. Instructions for graduates and squires will be emailed to graduates.

## Regalia for Ceremony

All graduates should come with full regalia, including robe, cap, tassel, and hood. Button Stoles are not worn during the formal commencement ceremony. Please do not wear heels for the ceremony. The procession (if outside) will require walking across the turf

field, which is a somewhat unstable surface. We do not want anyone to lose their balance while processing into or recessing out of the stadium.

Caps must not be decorated with obscene language or images. Please do not decorate your robes. Caps that do not adhere to these guidelines will be exchanged for a new cap and a fee will be assessed.

**Hood Return**

Undergraduate hoods must be returned or purchased in Main Hall Lobby between 11:00A.M.-1:00P.M. If you do not return your hood, a \$35 charge will be placed on your student account.

Thank you for your time in reviewing this information.