Frequently Asked Questions

Ticket Information

1. **Why are guest tickets required for Commencement?** Safety is the first and foremost reason for controlling the number of guests in St. Ignatius Church. The city fire marshal has made it clear that we must limit the number of guests and candidates to the seating capacity of the Church.

2. **How many guest tickets do I get?** School of Law graduates will each receive seven electronic guest tickets. **Guest tickets cannot be used more than once and any subsequent attempts will be invalid.** The School of Law is not responsible for the distribution of duplicate tickets. All guests attempting to use a previously scanned ticket will not gain entry and will be asked to go to overflow seating.

3. **How can I get extra tickets?** You may want to check with your classmates to see if anyone has tickets that they will not use. Also, the SBA/Grad Committee usually manages a process before graduation to distribute any extra tickets.

4. **I am eligible to attend the ceremony. Do I need a guest ticket?** No. If you are a student participating in the Commencement ceremony, you will not need a ticket. The electronic tickets you receive are for your guests.

5. **Do children need a ticket to attend Commencement?** Children, ages two and under, do not need a ticket if seated on someone’s lap. All other children require a ticket.

6. **If one of my guests is in a wheelchair, will a ticket be required?** Yes, since a wheelchair occupies the space of a chair, a ticket is required for an individual in a wheelchair.

7. **Can non-graduating USF students obtain tickets for the Commencement ceremony?** All guests, including non-graduating students, must have a ticket to enter the Church.

Ceremony Information

8. **Will there be special seating for guests with disabilities and other guests with mobility limitations?** Yes, guests with tickets who need a handicap ramp and/or have mobility limitations may enter the Church through the Parker Street doorway and will be escorted to a special seating area. One person (who also requires a ticket) may accompany a guest with special needs. Contact the School of Law’s Deans’ Office at (415) 422-6304 by May 10th if your guests require other special accommodations.

9. **Will any other seating be available for people without tickets?** Yes, viewing via closed circuit TV will be available in the Pedro Arrupe Room in St. Ignatius Church and Cowell Hall rooms 106 & 107.

10. **How early should my guests arrive at the church?** The doors to Saint Ignatius Church will open 45 minutes prior to each ceremony (at 2:15 p.m. for the School of Law’s ceremony). Seating is on a first-come, first-served basis. Please be sure to notify your guests of this procedure.

11. **Are seats reserved?** No, all seats are general admission. While tickets are required for guests to enter the Church, individual seats are not reserved. The doors will open to guests 45 minutes before the ceremony. Seating is on a first-come, first-served basis.

12. **How long does the Commencement Ceremony last?** The ceremony lasts approximately 60 to 90 minutes.
13. **Can someone videotape the ceremony?** Yes, the use of video cameras will be allowed to the extent that they do not obstruct the view of other guests in the audience. Tripods are not allowed.

14. **Will there be a place where I can store my valuables during the ceremony?** No. Please leave your valuables and personal possessions with family and friends; we do not have security or space to store them. We are not responsible for lost, stolen or destroyed personal possessions.

15. **If I forget to print my Student Walk Ticket to bring with me on graduation day, where can I pick up a replacement?** On graduation day, May 17th, staff will be stationed in Gleeson Library at 2pm to assist you with a blank Student Walk Ticket.

16. **How long does the Reception last?** The reception lasts approximately one hour.

17. **Reception:** McLaren Conference Center immediately following conclusion of the ceremony.

18. **Questions on the day of the ceremony:** Contact the University of San Francisco’s main phone number at (415) 422-5555.

**General Information**

19. **How to order Commencement Photos:** Visit [www.gradimages.com](http://www.gradimages.com)

20. **How to order Personalized Commencement Announcements:** Visit [www.jostens.com](http://www.jostens.com)

21. **How to order a USF class ring:** Visit [www.jostens.com](http://www.jostens.com)

22. **How to order a DVD or VHS of the ceremony:** Visit [www.usfca.edu/graduationdvd](http://www.usfca.edu/graduationdvd)

23. **Graduation degree requirements:** Contact the School of Law’s Registrar’s Office at (415) 422-6778. 
**Tickets & Regalia:** Contact the School of Law’s Deans’ Office at (415) 422-6304.

24. **Driving Instructions** and **Campus Map** are enclosed, or contact USF Public Safety at (415) 422-4222.

25. **Bon Appetit Market:** Located in the University Center, will be open limited hours during the commencement ceremonies for food and beverage service; call (415) 422-6294 for business hours.

26. **University Bookstore:** Located in the lower level of the University Center, will be open limited hours during the commencement ceremonies. Please call (415) 422-6493 for business hours.

  Graduation information is available on the School of Law’s website at: [https://www.myusf.usfca.edu/law/graduation](https://www.myusf.usfca.edu/law/graduation)