

GRADUATION 2018-Woodbury University

Frequently Asked Questions

Q. When, where and what time is graduation?

A. The ceremony for Graduate and Undergraduate students will take place on Saturday, May 12, 2018 in the Alumni Quad. The ceremony will begin promptly at 9:00 am and will end at approximately 11:00 am. Graduates should arrive on campus and check in no later than 7:45 am. Once on campus, follow the signs and proceed to the designated check-in station.

Q. How do I reserve seats for my family and guests?

A. Seating will begin at 7:00 am. In order to safely and successfully enjoy this momentous occasion, please note that seats **cannot** be reserved for families and guests. Please make sure your entire party has arrived prior to entry as there are a limited number of seats available within the Alumni Quad and wristbands will be issued upon arrival for entry. Once the Alumni Quad is full, overflow seating will be available where guests can view the ceremony via live feed. During the ceremony, standing in the aisles and obstructing views is prohibited.

Q. How do I reserve seats and/or parking for guests with special needs?

A. Requests for disabled guest seating and parking are available online beginning Monday, March 19. Space is limited and available on a first-come, first-served basis. Requests should be submitted no later than Wednesday, May 9, 2018.

Q. My guests are not familiar with the area, what are the directions to Woodbury?

A. The ceremony will be held on campus in the Alumni Quad. The address is 7500 North Glenoaks Blvd. The University is located off the Interstate 5 freeway. The two exits that will lead you to campus are Buena Vista and Hollywood Way. Directions from your location are available from [Google Maps](#) and [MapQuest](#). *The 5 freeway may be under construction at the time of graduation and the exits may or may not be available, please plan accordingly.*

Q. Where do I park?

A. On-campus parking will be available on a first-come, first-served basis. Security guards will direct drivers to additional parking sites as needed. The only reserved parking on campus will be for our disabled guests. Please note that stretch limousines, RVs and other oversized vehicles will not be permitted on campus on Graduation Day. Parking is not permitted in the 7-Eleven, Hill Street Café, or any other unauthorized parking lots. Information regarding overflow parking sites will be posted on the University's website in April.

Q. Will there be an opportunity to buy flowers?

A. Yes, Graduation Day Flowers will be on site the day of graduation. You can save time by pre-ordering floral arrangements online at www.graduationdayflowers.com, and click on the pre-order button link.

Q. Will the Bookstore be open?

A. The Campus Bookstore will be open from 7:00 am-1:00 pm during the graduation ceremony with t-shirts, hats, and other Woodbury related items for purchase. To contact them, call (818) 252-5285.

Q. Will there be a reception the morning of graduation?

A. Complimentary coffee and tea will be served in Woody's Café beginning at 7 am while supplies last and breakfast will be available for purchase until 8:00am. The Café will remain open during the ceremony for snacks and refreshments.

Q. What about pictures?

A. Hired photographers are not permitted in graduate holding area or other restricted areas. Professional ceremony photos will be taken by Ultimate Exposures. Group photos will be available by request after the ceremony. Proofs of any photos will be sent directly to your home by the photographer. For more information, contact Ultimate Exposures by phone (818) 781-9530 or visit their webpage www.ultimateexposures.com.

Q. Are pets and balloons allowed on campus?

A. Pets (service animals acceptable) or balloon arrangements WILL NOT BE PERMITTED beyond the check-in point. Please let your family and friends know that these items are not allowable in the venue until after the graduation is over.

Q. Is smoking permitted on campus?

A. Smoking or vaping is only permitted in designated smoking areas.

Q. How do we order our caps/gowns and announcements?

A. The cap and gown is a commemorative keepsake of the occasion and are yours to keep as a symbol of your academic achievement. Caps and gowns are ordered for you based on your eligibility to participate in the Graduation.

General Graduation Announcements will be available for purchase in the Bookstore the first week of April. The University will also provide you with five complementary general announcements. If you would like to order personalized announcements visit the Jostens website at <http://www.jostens.com> You will be able to pick-up your cap and gown during regular business hours beginning Monday, April 23 from 9:00am-7:00pm and Friday May 11 at 9:00am-4:00pm from the Campus Bookstore. *Per campus policy, only the student on record can pick up their cap and gown. Please bring photo identification.*

San Diego students will have their caps and gowns shipped to the San Diego campus prior to the ceremony.

Q. What is Graduates' Dinner and Awards ceremony?

A. On Friday, May 11 from 5:00-6:30pm, the University will host a dinner in honor of this year's graduating class. The students will be able to bring two complementary guests. The dinner will include an academic award ceremony to recognize the academic achievements of this year's class. More information will be sent out shortly and invitations will be sent to the Graduates' current address on record.

Q. My family plans to come before graduation, are there any hotels close to Woodbury?

A. Yes, there are hotels in the Burbank area. Woodbury University has negotiated special rates for graduates and their guests at the following hotels:

Hampton Inn and Suites

Los Angeles Burbank Airports
7501 N. Glenoaks Blvd., Burbank, CA 91504
(818) 768-1106 FAX (818) 768-1126

Courtyard by Marriott

Los Angeles/Burbank
2100 Empire Avenue, Burbank, CA 91504
(818) 843-5500 FAX (818) 843-2700

Hilton Garden Inn

Burbank Downtown
401 South San Fernando
Burbank, CA 91502
(818) 509-7964 FAX (818)-509-7965

For reservations hotel links and reservation information,
please go to: woodbury.edu/graduation

Q. I still have questions; is there someone I can talk to?

A. For more information, please visit: woodbury.edu/graduation

If you would like to speak with someone during business hours, please call (818) 252-5232 and a staff member from Student Affairs will be able to assist you with your questions and concerns. Student Affairs is open Monday thru Friday 8:00 am-5:00 pm.