

# Commencement Check List for Undergraduate Students

Here is a handy list to ensure that you are taking all the steps you need to get ready for your big day!

- ☐ **Register to officially graduate and receive your diploma with the [Office of the Registrar](#).** (January 17, 2023 - March 10, 2023)
- ☐ **Register to participate in the commencement ceremonies.** Do this as soon as possible because ceremony date availability is first-come, first served. (March 1 - May 23)
- ☐ **Plan with friends and family.** Share the [“plan your visit” page](#) with your family to start booking hotels, flights and ground travel.
- ☐ **Read through the [commencement FAQs](#).**
- ☐ **[Attend Grad Fair](#).** (Friday, April 14, 10 am. - 2 p.m.)  
The fun event takes place at the Memorial Union North Courtyard outside of the Campus Store.
- ☐ **Secure your [cap and gown rental](#).** (March 1-April 23)  
A price increase (+\$15) will start April 24. Last day to order online is May 23 at 9pm — limited emergency gowns will be available during distribution, please inquire at Memorial Union Campus Store lower level if emergency rental is needed.
- ☐ **Reach out to your college commencement coordinator for accessibility assistance or help of any kind.** <https://www.ucdavis.edu/commencement/contact>
- ☐ **If you want to [purchase custom announcements](#), order now.**  
They take approximately 3 weeks to arrive.
- ☐ **Purchase your (optional) [stole](#) and any honors cords from the bookstore.**  
Stoles look real good in photos and unlike the gown, you get to keep it.
- ☐ **Book and take graduation photos on campus.**  
Check out #UCDavisGrad on Instagram for inspiration on poses and campus locations.  
Please do not use any glitter/confetti - it hurts our wildlife!

- ☐ **Register for Pro Pics - the photography vendor who will be on site taking grad stage photos.** UC Davis has partnered with Pro Pics to take professional portraits of all graduates during the ceremony. Photos will be available for purchase after the ceremony. There is no cost to have your photo taken and no obligation to purchase. Register in advance at [www.UCDavisphotos.com](http://www.UCDavisphotos.com).
- ☐ **Keep checking your email for critical updates.**  
If you missed any emails they are all posted [here](#).
- ☐ **Reserve Your Golden 1 Center parking pass through [SacPark](#).** (Now thru the day before your ceremony)
- ☐ **Plan out your outfit and plan for comfortable shoes.**
- ☐ **Share the live stream link with your friends and family who won't be coming in person.**  
Live links will be available on the [Commencement homepage](#) closer to the events and will be streamed on-demand on the [UC Davis YouTube page](#) and at our [Commencement Archives](#).
- ☐ **Pick up cap and gown rental from the campus Bookstore.** (May 24 - June 17)
- ☐ **Decorate your graduation cap and enter it in the [UC Davis Grad Cap Contest](#) for a chance to win prizes.** (May - June).

**A few days prior to your big day**

- ☐ Print the parking pass or upload to mobile phone.
- ☐ Print out the "name card" for announcers to call your name across the stage
- ☐ Transfer guest tickets to your family members or friends. Print or have downloaded to mobile phones.
- ☐ Plan drop off with your family/friends. Make sure your family knows where they are parking the car.
- ☐ Decide on a "meet up spot" with your friends or family outside of the Golden 1 Center for after the ceremony.
- ☐ Set out your outfit and comfortable shoes.
- ☐ Have your cap and gown set out and ready.
- ☐ Confirm when graduation check-in starts for your ceremony on the [Commencement homepage](#).
- ☐ Set alarm.

## **Day of**

- ☐ Make sure you have your phone, your cap and gown, your parking pass and your graduation name calling card printed out and with you.
- ☐ Guests should make sure they have their tickets printed or uploaded to their phones.
- ☐ Arrive early to account for any traffic
- ☐ Hug your family and friends before you register at the door.
- ☐ GRADUATE! Take lots of pictures and bask in the glory of your personal accomplishments.
- ☐ Post pictures online and use the hashtag #UCDavisGrad to join in the celebration.
- ☐ Meet up with your family and friends afterwards outside of the Golden 1 Center.  
Feel all the feels! GO AGS!