



School of Graduate Studies

## **Instructions for Advisors Hooding Candidates at Convocation May 10, 2024**

**Please print these instructions and bring them with you.**

Arrive at Jersey Mike's Arena (JMA), Livingston Campus, no later than 2:45 p.m. (please plan for heavy traffic, special hangtags for parking will not be needed). When you enter the JMA, bear left, and go into the South side hallway near the main lobby.

Proceed to the Ph.D. marshaling area downstairs in JMA and be ready to process by 3:15 p.m. Stand directly behind your first Ph.D. candidate. You will need to be seated next to your student (if you start a new row in the seating area, just follow your candidate to the stage). If you will be hooding more than one student, after the first hooding please sit at the rear of the stage until your additional student(s) approach the platform.

Academic regalia must be worn. For information about renting/purchasing academic regalia, please contact the [Rutgers University Bookstore](#) at 732-246-8448. Please check directions.

### **Hooding Instructions and Process**

Seated with your student(s), you will proceed to the stage immediately behind your student. When the student's name is called, your name will also be read.

The student will proceed past the reader to the hooding station and hand the hood to a designated hooding assistant; you will step quickly behind your student. The designated hooder will hand you the hood and you will place the hood expeditiously over your student and follow the student across the stage. **Please save your hugs and handshakes until after you leave the stage to enable us to keep the process moving.**

If you have multiple students, please remain on the hooding platform (in the rear) and repeat the procedure with them.

### **University Commencement, Sunday, May 12, 10:00 a.m.**

All faculty in regalia are invited to participate in University Commencement at the Stadium. The processional will commence from the South Side of the Stadium, River Road level.

Please see the [University Commencement website](#) for additional information, including parking instructions.