



[Sage.edu/Commencement](https://sage.edu/Commencement)



Russell Sage College Commencement

May 13, 2023

Presented by: Stacy Gonzalez
May 11, 2023

Russell Sage College Commencement 2023

Commencement Details:

- Saturday, May 13, 2023
- MVP Arena (*formerly Times Union Center*)
51 South Pearl Street in Albany
- Ceremony Begins: 6:00 PM
 - Doors Open for Grads & Guests: 4:30 PM
 - Grads must check in for Line up by: 5:00 PM
- No Tickets Required & No Guest Limit



Pre-Ceremony Check List

✓ Obtain your Academic Regalia - All graduates must wear academic regalia (Cap, Gown, Tassel, Hood)

- Purchase or pick up your regalia from the Bookstores BEFORE Saturday.

ALBANY BOOKSTORE: Mon-Thurs, 9AM-4PM and Fri, 9AM-3PM

41 Union Drive | Gozzo Student Ctr (Albany College of Pharmacy) | 518-694-7378

TROY BOOKSTORE: Mon-Fri, 10AM-4PM

65 1st Street | 1st floor, John Paine Building | 518-274-0199



Pre-Ceremony Check List

✓ Verify that your Regalia is Correct

- Bachelor's and Master's caps and gowns are black
- Doctoral gowns are green with a black tam and gold tassel.
- The **inner lining** of the hood for all graduates should be **green and white** (Sage's colors) and the **velvet trim** on the hood should correspond with your degree per this [chart](#).
- You can swap out items in the Bookstores before Saturday, if needed. Bookstore staff will have items available for swap or purchase with **CASH at the ceremony** for any last minute needs.



The chart is titled "Academic Regalia for Commencement" and "What color should my hood be?". It lists various degrees and their corresponding hood colors with small color swatches. The degrees listed are: Bachelor/Master of Arts (White), Bachelor/Master of Business Administration (Drab), Bachelor of Fine Arts (Chocolate Brown), Bachelor/Master of Science (Gold), Master of Arts in Teaching (MAT), Master of Science in Education (MSE) or Doctor of Education (Light Blue), Doctor of Nursing (Apricot), Doctor of Occupational Therapy (Delph Blue), and Doctor of Physical Therapy (Teal Blue). A note at the bottom right says: "If you are unsure about which degree you are earning, check your program evaluation in Student Planning or email degreeclearance@sage.edu."

RS RUSSELL SAGE COLLEGE HONESTY & TRUST	
Academic Regalia for Commencement	
What color should my hood be?	
All graduates at commencement must wear academic regalia, including a gown, cap, tassel, and hood. The inner lining of the hood should be green and white, Sage's colors. The velvet trim on the hood will differ depending on the degree you are earning. See below for reference.	
Bachelor/Master of Arts: WHITE	
Bachelor/Master of Business Administration: DRAB	
Bachelor of Fine Arts: CHOCOLATE BROWN	
Bachelor/Master of Science: GOLD	
Master of Arts in Teaching (MAT), Master of Science in Education (MSE) or Doctor of Education:	
Doctor of Nursing: APRICOT	
Doctor of Occupational Therapy: DELPH BLUE	
Doctor of Physical Therapy: TEAL BLUE	

If you are unsure about which degree you are earning, check your program evaluation in Student Planning or email degreeclearance@sage.edu.



* Check out these online videos to learn how to wear your [Bachelor's](#), [Master's](#), and [Doctoral](#) regalia. (Bachelor's students can click on the master's link to see how to wear your hood.) *

Pre-Ceremony Check List

✓ Pick up Honor Cords, if eligible.

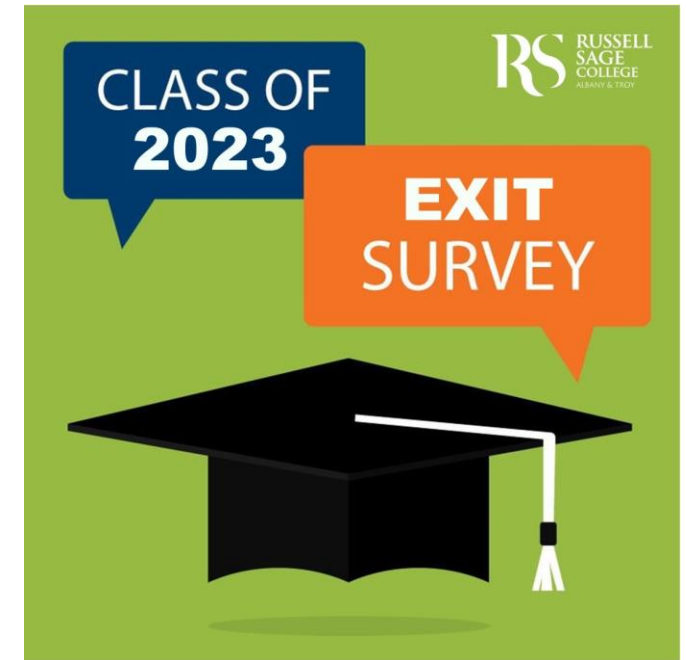
- Undergraduate May 2023 graduates who meet criteria for Latin Honors were emailed on May 10 with instructions to pick up gold honor cords from the registrar's office.
- Graduate Broughton Fellows picked up their blue cords from the Dean of the School of Health Sciences' offices.
- Some other departments may make their own arrangements to distribute honor cords and stoles. (These are typically just for undergraduates.)



Pre-Ceremony Check List

✓ Complete Online [Exit Survey](#).

- August 2022, December 2022, and May 2023 should complete this online survey through [Handshake](#) and tell us what your post-graduation plans are!
- Those who do, will be entered to win one of five \$50 Amazon Gift Cards.
- Need help figuring our post-grad plans? [Make an appointment with Career Planning](#)! All grads are eligible for free career counseling at Sage for LIFE!




Pre-Ceremony Check List

✓ Review all Commencement Info that was emailed to you and available online and reach out with any questions at: deanofstudents@sage.edu.

- Read the [Grad Guide to Commencement](#) that was emailed.
- Review recent commencement related emails, including the ones that include personalized info about your degree, hood velvet trim color, and your seat assignment.

✓ Share information with your guests so they are prepared to enjoy the ceremony in person or online.



**Russell Sage College Commencement 2023**
Important Information for Graduates and Guests

Tasks to be Completed BEFORE Commencement

- ✓ **Obtain your Academic Regalia** - All graduates must wear academic regalia (Cap, Gown, Tassel, Hood)
 - * **Grads can pick up regalia ordered online or purchase new regalia items through the campus bookstores** Monday-Friday (hours listed below). Go to the [Herff Jones website](#) to check the status of an online order with home delivery. Contact the Bookstores directly with any questions.
 - ALBANY BOOKSTORE:** Mon-Thurs, 9AM-4PM and Fri, 9AM-3PM
41 Union Drive | Gozzo Student Ctr (Albany College of Pharmacy) 518-694-7378
 - TROY BOOKSTORE:** Mon-Fri, 10AM-4PM
65 1st Street | 1st floor, John Paine Bldg. 518-274-0199
- ✓ **Verify that Your Academic Regalia is Correct.** Bachelor's and Master's caps and gowns are black; doctoral gowns are green with a black tam and gold tassel. The inner lining of the hood for all graduates should be green and white (Sage's colors) and the velvet trim on the hood should correspond with your degree per this [chart](#). You can swap out items in the Bookstores, if needed. Check out these online videos to learn how to wear your [Bachelor's](#), [Master's](#), and [Doctoral](#) regalia. (Bachelor's students can click on the master's link to see how to wear your hood.)
- ✓ **Pick Up Honor Cords** (if eligible). Undergraduate May 2023 graduates who meet criteria for [Latin Honors](#) will be emailed on May 11 with instructions to pick up gold honor cords from the registrar's office. Graduate Broughton Fellows will pick up their blue cords from the Dean of the School of Health Sciences' offices. Some other departments may make their own arrangements to distribute honor cords and stoles. (These are typically just for undergraduates.)
- ✓ **Complete the Online Exit Survey.** Tell us about your post-graduation plans through Handshake and be entered to win 1 of 5 \$50 Amazon gift cards. Need help? [Make an appointment with Career Planning](#) before you go!
- ✓ **Attend the (optional) Graduation Info Session on Zoom on May 11th at 4PM** (or view the video after the session).
- ✓ **Reach out with any questions.** Continue to check email often for updates regarding commencement and be sure to share all pertinent information with your guests. Contact deanofstudents@sage.edu with any questions.

Commencement : Saturday, May 13, 2023 at the MYP Arena in Albany
Graduates arrive for Line-up: 5:00PM & Ceremony begins at: 6:00PM

Graduates and guests should arrive early to allow time for parking and security check.

- **Doors to the Arena will open at 4:30PM.** Guests who arrive before this time will need to wait in line outside the Arena. **No tickets are required** and there is no guests limit for the ceremony. There is no reserved seating. All seating, including space for wheelchairs, will be available on a first-come, first-served basis.
- MYP Security will check all bags upon entry. **Prohibited items:** alcohol, all smoking/tobacco products, backpacks, coolers, large signs, confetti canons, outside food/drink.
- **Concessions will be open before and during the ceremony,** and will close about an hour before the conclusion of the event. Grads won't be able to access this from where you're seated, so make sure you eat before the ceremony!
- **Graduates must check in through the Beaver St. entrance.** Guests will not be permitted entry here. **Guests must enter through the South Pearl or Market Street entrances or via the Concourse level of the Parking Garage.**
- Grads are encouraged to **wear comfortable shoes** as you will be standing in line for the procession for close to an hour.
- Out of respect for all graduates, **all must remain for the entire ceremony.** The ceremony should last about 2.5 hours.

Parking & Accessibility
*** Information ***

- **We highly recommend parking in the garage located directly behind the MYP Arena,** which provides direct, covered access to this building on the Concourse level at a reduced rate of \$5 for this event. Entry to this garage is directly off of Market St., just before you reach Eagle St.
- On-street parking is available around the **MYP Arena**, along with several small parking lots with variable rates, including:
 - **Grand Street Lot** - 45 Grand Street, Albany, 12207
 - **Green Hudson Garage** - 45 Hudson Ave., Albany, 12207 (Rate: \$5.00 - cash payment only)
- Guests with mobility impairments are encouraged to use a wheelchair to navigate the large Arena. There will be space reserved for wheelchairs on a first-come, first served basis on the top tier of the Concourse level. Sage staff will be on hand to point guests toward available seating, but guests will need to be able to navigate the space on their own.

Commencement will be livestreamed on Sage's YouTube Channel

Pre-Ceremony Check List

✓ Eat before you come and wear comfortable shoes!

- You will be standing in line before processing into the Arena for about an hour.
- We will provide water to grads while you wait in line.
- Ceremony will last about 2.5 hours and you will need to remain in your seats except when you are directed to stand and receive your diploma on stage.
- Concessions will be open on the concourse level of the Arena for guests and for grads before they check in by 5PM.



Parking for the Ceremony

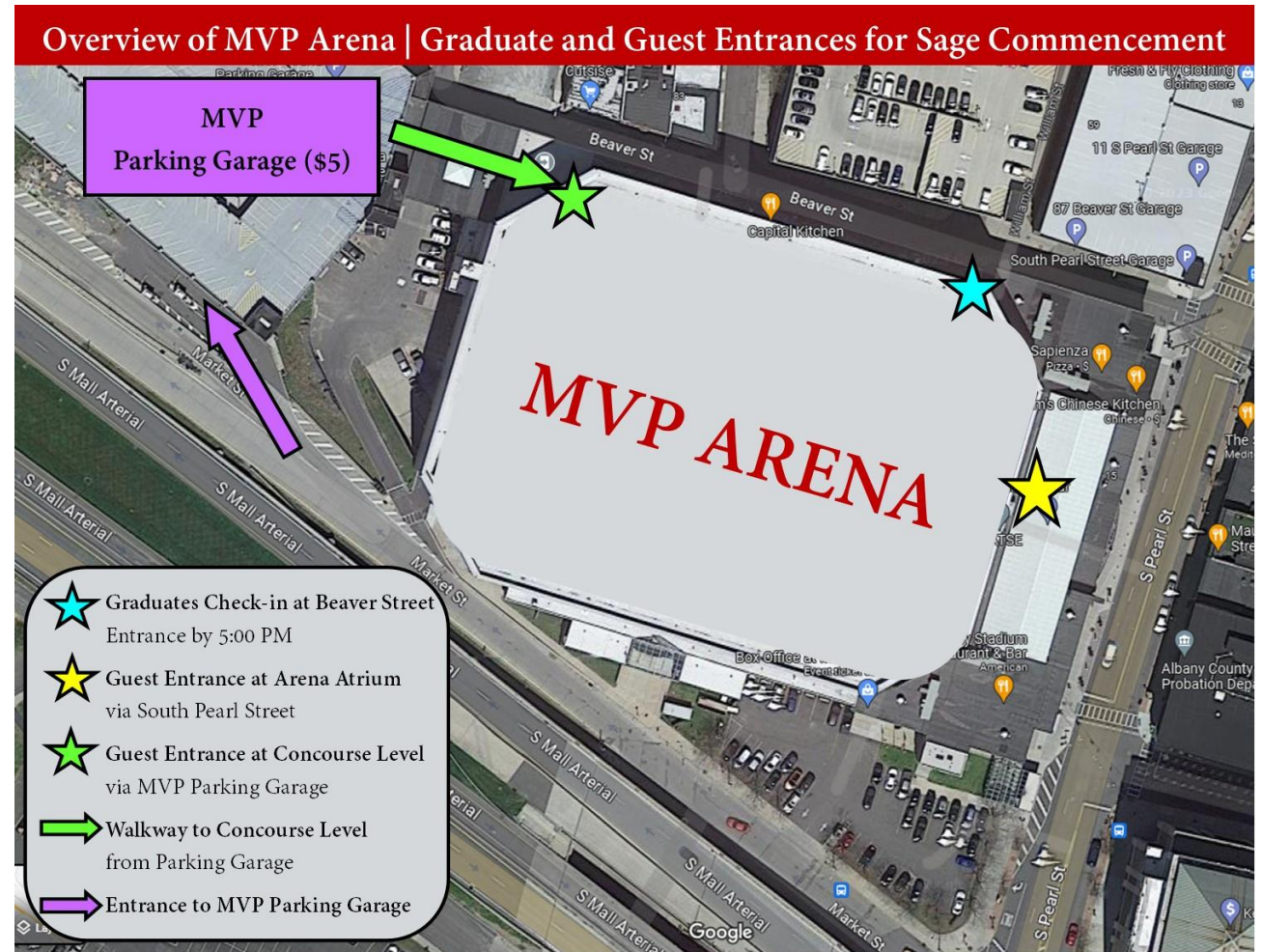
- On-street parking is available around the MVP Arena, along with several small parking lots with variable rates.
- **We highly recommend parking in the garage located directly behind the MVP Arena**, which provides direct, covered access to this building on the Concourse level at a **reduced rate of \$5** for this event. Entry to this garage is directly off of Market Street, just before you reach Eagle Street. You may also find parking in these nearby lots:
 - Grand Street Lot – 45 Grand Street, Albany, 12207
 - Green Hudson Garage – 45 Hudson Ave, Albany, 12207
 - Additional parking information is available on the [MVP website](#).



Guest and Graduate Check-In

* Arena doors open at 4:30 *

- Graduate check-in opens at 4:30 at the Beaver St. entrance and all grads should arrive no later than 5:00 PM.
 - The entrance procession will begin promptly at 6:00 PM and grads will not be permitted entry to the Arena floor after this.
- Guests check in through the **Arena Atrium** (via S. Pearl St.) or at the **Concourse level** (via the attached parking garage).



Graduate Check-In

* Grads must check in by 5:00 *

- Upon check-in at the Beaver Street entrance, grads will receive a **NAME CARD** that you must retain.
 - This card includes your name as it will be announced by the dean as you cross the stage, phonetic pronunciation (if you provided it), your seat assignment and position in the line up for the graduate procession. Undergraduate cards may also indicate Latin Honors, e.g.: **[MAGNA CUM LAUDE]**.
- Grads will Line-Up on Colored Ribbons in 2 Lines
 - **Green Ribbon:** All undergrads
 - **Blue Ribbon:** Master's grads in School of Management & Education, EdD grads
 - **Gold Ribbon:** Master's grads in Schools of Health Sciences and Arts & Sciences, DPT and OTD grads.



The grad with this line up position will be on the BLUE ribbon in the #2 spot processing in on the RIGHT side of the Arena among fellow grads in the School of Education and Management.



Guest Check-In

* Doors open at 4:30 *

- **Guests can check in through one of two entrances**
 - **MVP Arena Atrium** (off of South Pearl Street)
 - Escalators, elevator and stairs lead up to Concourse level for guest seating
 - **Concourse Level** (via the MVP Parking Garage)
 - Guests enter right at the seating level
- **MVP Security will check all bags upon entry.**
 - Prohibited items: alcohol, all smoking/tobacco products, backpacks, coolers, large signs, confetti canons, outside food/drink.
- **All seating is first-come, first-served.**
 - Staff will be available to point guests toward accessible seating, but guests will need to navigate the long distance on their own.



Students and Staff assisting with Commencement will be identifiable with name tags.



Order of Exercises

- ❖ PROCESSIONAL
- ❖ PATRIOTIC SONGS
- ❖ WELCOME
 - From Chair of the Board of Trustees
 - From President Ames
 - From the Valedictorian of the Class of 2023
- ❖ PRESENTATION OF FACULTY EMERITI
- ❖ CONFERRAL OF HONORARY DEGREE
- ❖ COMMENCEMENT ADDRESS BY DR. EDDIE S. GLAUDE, JR
- ❖ CONFERRAL OF ACADEMIC DEGREES
 - Undergraduate Degrees
 - Graduate Degrees
 - * Esteves School of Education and School of Management (Master's, EdD)
 - * School of Arts and Sciences and School of Health Sciences (Master's, DPT, OTD)
- ❖ CLOSING OF ACADEMIC YEAR
- ❖ RECESSIONAL MARCH



All grads must remain for the entire ceremony so we can celebrate our last graduate as much as our first!

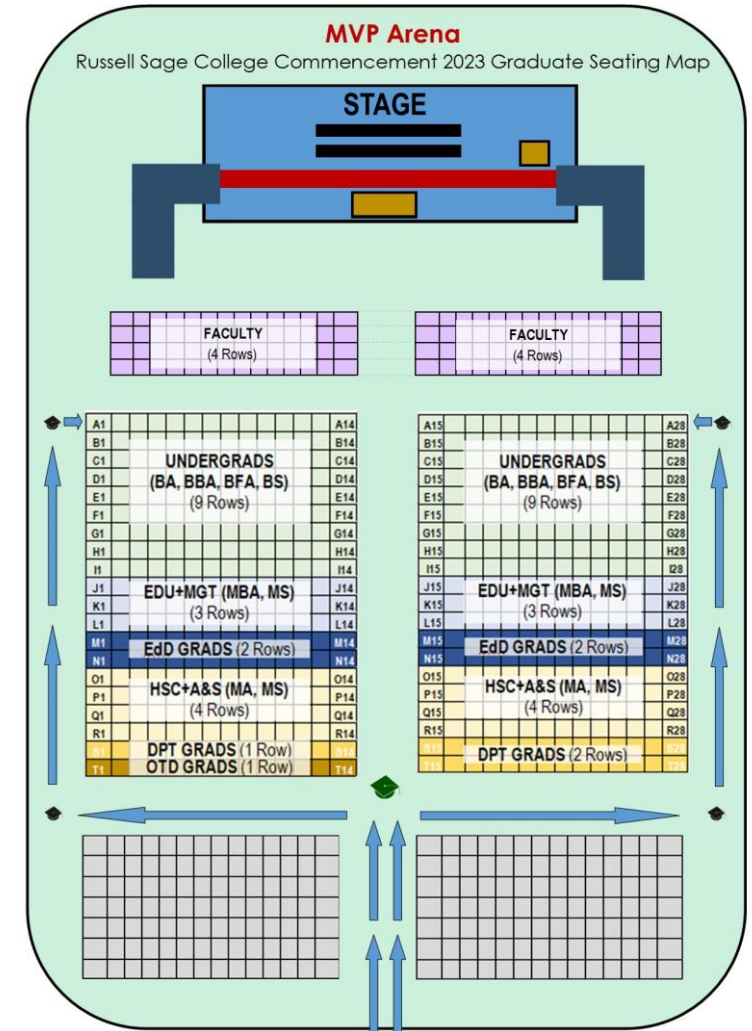
Graduate Procession

* Grads check in by 5:00 PM*

- If you line up on your assigned place on the line-up ribbon, you will be in perfect order for the graduate procession AND degree conferral.
 - Student Marshals will lead you to where you need to be.
 - You may not be lined up in perfect alphabetical order. Grads on the RIGHT side line up in reverse alphabetical order by row.
- Go to your **ASSIGNED SEAT** and **LEAVE SEATS OPEN** if someone doesn't show.
 - Grads in seats #14 and #15 are in the INSIDE AISLE and must start a NEW ROW. Your Grad Name Cards will have this label on the back as a reminder.

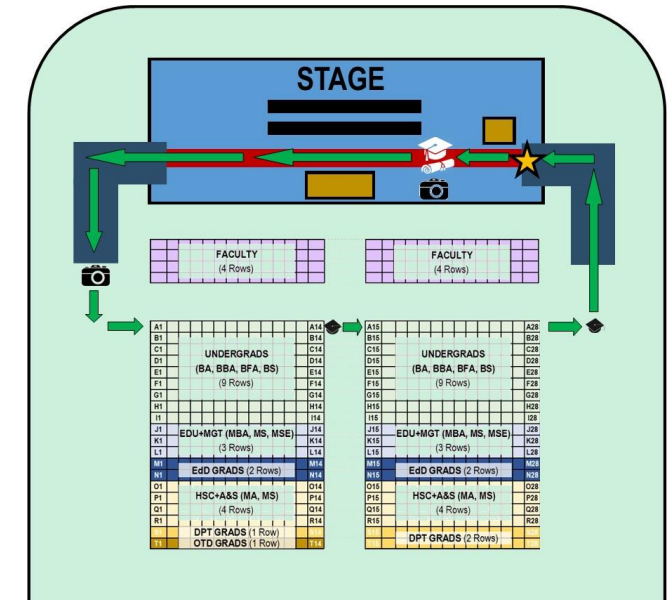


NEW ROW



Degree Conferral (*Your moment in the spotlight*)

- After the Commencement Address by Dr. Glaude, degree conferral will begin by degree level/school.
- The Academic Deans will ask graduates in each group to *“Please rise and approach the stage.”*
 - All grads in that group will then stand and file out to the right, row by row. For example, the grad on the LEFT side in Row A | Seat #14 will cross the center aisle and follow the grad on the RIGHT side in Row A | Seat #15. Once Row A has all filed out, then Row B goes (*the grad in seat B28 follows behind the grad in seat A1*), and so on, until all grads in that group cross the stage.
 - Student marshals and Sage staff will be present to guide you and the deans will prompt you.



Order for Degree Conferral

- ALL Undergrads
- Master's Grads in Schools of Education and Management
- EdD Grads
- Master's Grads in Schools of Health Sciences & Arts and Sciences
- DPT Grads
- OTD Grads



Grads must bring your
NAME CARDS to the stage!

Degree Conferral (*Your moment in the spotlight*)

As you cross the stage to receive your degree...

1. Bring your NAME CARD to the stage.
2. Staff will be on the ramp to the stage to guide you.
3. At the top of the ramp, you will hand your card to a staff member who will then hand it to the Dean.
4. WAIT until your name is said in full before you begin crossing the stage.
5. Pres. Ames will hand you your diploma, *but will not shake hands this year*. Instead, be prepared to pose for the photographer.
6. Continue across the stage and exit via the ramp. At the bottom of the ramp, another photographer will take your picture before you return to your seat.



Grads will be handed diploma cases (not diplomas).

May 2023 grads will receive their diplomas in the mail by the end of June.

Degree Conferral (*Your moment in the spotlight*)

- If you would like to view the process, check out the video of Sage's 2022 Commencement. <https://www.youtube.com/watch?v=96BdBAjgxL0>

- Degree Conferral for all grads begins around 1hr 24min.
- Bachelor's and Master's graduates wear your hoods, but doctoral candidates do not.
- Doctoral hooding can be viewed at 2hr 16min (EdD), 2hr 45min (DPT), and 2hr 44min (OTD).



- **Special Instructions for Doctoral Students**

- Doctoral Candidates do not wear your hoods as you process into commencement or as you approach the stage. Instead, you drape the hood over your right arm.
- For degree conferral, after the dean says your name and you begin to cross the stage, you will be hooded by your faculty before you approach Pres. Ames. When you get to your faculty, extend your right arm, and they will take the hood from you.
- Then, turn and face the audience, and bend your knees a bit so that the faculty can place the hood over your head from behind.
- Once you have your hood on, proceed to Pres. Ames and accept your scroll (degree) and pose for a photo.
- Proceed across the stage and exit the ramp like the other graduates before you.

Additional Information

- Photographers from Genesee Photography will take your photo as you walk across and exit the stage.
 - They will contact you directly with info about ordering these photos. These are typically posted online within a few days of the ceremony and the Student Life Office will send you a link when photos are available to view.
- At the end of the ceremony, members of the Stage Party will exit the stage and process down the center aisle, followed by the Sage Faculty.
 - Then, graduates will process out of the Arena through the center aisle, starting with Row A and ending with Row T. Student marshals will be there to lead you to the back of the Arena through the faculty who will be eager to celebrate you.



Additional Information

- MVP Arena Staff will guide graduates and guests out of the Arena immediately following the ceremony.
 - The weather looks great for Saturday and you should plan to meet up with your family and friends OUTSIDE the Arena immediately after the ceremony.
- Plan to take photos on both campuses and outside the Arena BEFORE the ceremony, as it likely will not end until 8:30.
 - There will be Sage banners throughout the Arena and near the line up area for grads, and we hope you take advantage of these to take some great pics on your special day.



Important Links

- Sage's Commencement Website with FAQs
 - [Sage.edu/Commencement](https://sage.edu/Commencement)
- Sage Commencement Microsite
 - <https://sites.google.com/sage.edu/commencement2023/home>
 - Includes videos of our valedictorian and salutatorian, academic awards for undergraduate and graduate students, and link to the Commencement Ceremony Livestream.
- Sage's Exit Survey
 - https://app.joinhandshake.com/first_destination_surveys/5773/kiosk



Email us at
deanofstudents@sage.edu
with any questions!

