



# Russell Sage College Commencement 2025

## 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-Thurs, 9AM-4PM and Fri, 9AM-3PM  
Gurley Hall First Floor, Troy Campus  
518-274-0199
- ✓ **Verify that Your Academic Regalia is Correct.** College Experience Program (CEP), Bachelor's and Master's caps and gowns are black; Doctoral gowns are green with a black tam and gold tassel. CEP grads wear a royal blue stole and all other grads wear a hood with an inner lining that is green and white (Sage's colors) and velvet trim that corresponds 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 [CEP & 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 2025 graduates who meet criteria for [Latin Honors](#) will be emailed by May 14 with instructions to pick up gold honor cords from the Solutions Desk. 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 the Career & Self-Discovery Center](#) before you go!
- ✓ **Attend the (optional) Graduation Info Session** on [Zoom](#) on **May 14th 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](mailto:deanofstudents@sage.edu) with any questions.

**Commencement : Saturday, May 17, 2025 at [MVP Arena](#) in Albany**  
Graduates arrive for Line-up by: 9:30AM & Ceremony begins at: 10:30AM

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

- **Doors to the Arena will open at 9:00 AM.** 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.
- MVP 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 for guests,** 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.
- Flowers and other gifts will be available for purchase in the Arena Atrium.
- Out of respect for all graduates, **all must remain for the entire ceremony.** The ceremony should last about 2.5 hours. Don't make lunch plans before 2 PM to allow time for the full ceremony and leaving the parking garage.

### Parking & Accessibility

#### \* Information \*

- 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 St., just before you reach Eagle St.
- On-street parking is available around the [MVP Arena](#), along with several small parking lots with variable rates, including:
  - \* Go to [parkalbany.com](http://parkalbany.com) for more options.
- 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 and are encouraged to arrive by 9 AM.
- Those who arrive after the concourse level spaces are filled may be directed to additional accessible seating on the floor of the Arena after the ceremony begins.

### GRADS WILL NOT BE ABLE TO LEAVE THE CEREMONY BEFORE IT ENDS

\* Make sure to plan accordingly. Guests can leave early, but grads will not be permitted to leave the floor of the Arena. \*

# Russell Sage College Commencement 2025

## Graduate Check-In, Procession, and Degree Conferral

### Graduate Check-In & Procession:

- Graduate check-in opens at 9:00 AM at the Beaver St. entrance and all grads should arrive no later than 9:30AM. The entrance procession will begin promptly at 10:30 AM and grads will not be permitted entry to the Arena floor after this.
- At check-in, grads will receive a **Graduate Name Card**. This is the card you will hand to the Dean before crossing the stage to receive your diploma cover. It will contain your row and seat number and your position in the procession line.  
*Undergraduate students who meet criteria for Latin Honors will also have this noted in red.*
- Once you check in, you will be directed to stand on a specific number label on a red, green, blue, or gold colored ribbon taped to the floor in 2 lines. Graduates will line up by degree level in a designated order and you should not move from these positions after 9:45 AM to ensure you will end up in your assigned seat on the floor of the Arena.
- Only those wearing full academic regalia (cap, gown, hood/stole) may participate. CEP and Undergrad tassels should hang on the right of the cap. Graduate tassels hang on the left. Faculty and Student Marshals will lead graduates onto the floor of the Arena. Graduates will split off and enter the rows from the outside. (See diagram at right.)

### Degree Conferral:

- After the Commencement Address by Lucas Aurelio, Pres. Shaftel will announce the conferral of degrees. The Dean will invite graduates (by degree level) to “**please rise, come forward, and approach the stage.**” At this prompt, all graduates in the named certificate/degree level will rise and file out row by row to the right and approach the entrance ramp to the stage. Graduates will need to bring their **Name Cards** with them to the stage. Graduates will be called in this order:
  - All **College Experience Program Graduates**
  - All **Bachelor's Graduates**
  - All **Master's & Post-Master's Certificate Graduates**
  - All **Doctoral Graduates**: EdD, then DPT, then OTD Graduates
- Graduates will proceed up a ramp to the stage. At the top of the ramp, graduates will hand their name card to a staff member, who will then hand it to the Dean. Students should wait until their complete name is called before they begin crossing the stage. Pres. Shaftel will hand you your diploma cover and will shake your hand. Be prepared to pose for the photographer.
- Continue across the stage and exit via the ramp. At the bottom of the ramp, another photographer will take your picture before the President of the Alumnae/i Association hands you your Alumni pin. Then, you return to your original seat.
- On stage, graduates will be handed diploma covers (not diplomas). May 2025 grads will receive their diplomas in the mail by the end of June.
- Photographers from **Genesee Photo Systems** 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 on their [website](#) and graduates will be able to view proofs before purchasing.
- At the end of the ceremony, members of the Stage Party will exit the stage and process down the center aisle, followed by the Russell Sage Faculty. Then, graduates will process out of the Arena through the center aisle, starting with Row A and ending with Row W. Student marshals will be there to lead you to the back of the Arena through the faculty who will be eager to celebrate you.
- Be sure to **pre-plan a location to meet your family after the ceremony**. Grads will exit the Arena via Beaver St. and guests will exit on South Pearl St. or through the parking garage. You will not be able to re-enter the Arena, so pick a meeting place outside of the Arena in advance to make things easier.

### Sample Graduate Name Card

#78

**Ruby Gonzalez Lavoie**

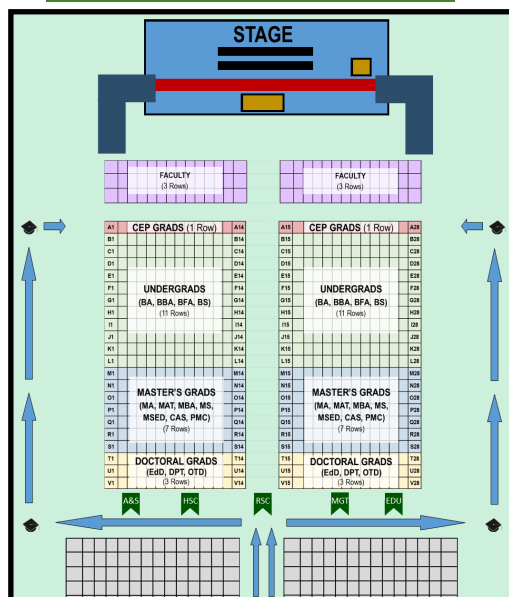
ROO-bee Gun-ZOL-is Luv-WAH

**MAGNA CUM LAUDE**

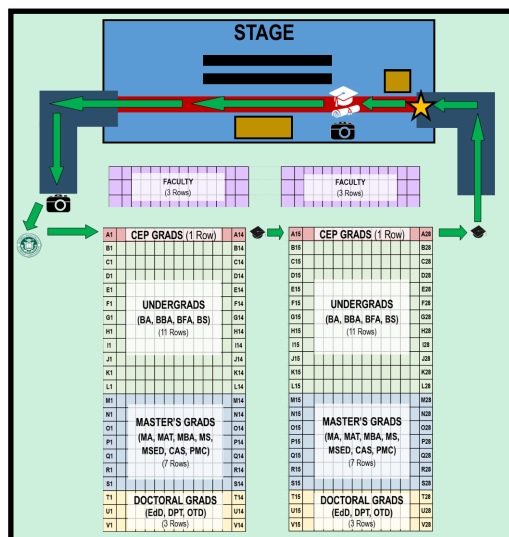
Procession Line Position      Assigned Row & Seat #

LINE-UP: GREEN-LEFT-44      SEAT: D-12

### Graduate Procession



### Degree Conferral



### ROW LEADERS

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**

# MVP Arena 51 S Pearl St, Albany

## Russell Sage College Commencement

May 17, 2025 | 10:30 AM

- \* Guests enter via Parking Garage Concourse Level or Arena Atrium starting at 9:00 AM.
- \* Grads enter via Beaver St. for Check-in and Procession Line-up by 9:30 AM.

## MVP Parking Garage (\$5)

Entry to this garage is directly off of Market Street, just before you reach Eagle Street.

GUEST ENTRANCE

Market Street

Guest Seating (tiered w/ steps) is accessible via the Concourse Level (3) of the Arena. Guests with should enter through Parking Garage or S. Pearl St. entrance. Elevators & escalators are available in the Arena Atrium.

Stage

Seating for Faculty & Grads on Arena Floor

Graduates will Check In and Line Up HERE by Degree Level in assigned order in 2 Lines for Graduate Procession

Beaver Street

GRAD ENTRANCE

Stage Party & Faculty Line Up HERE for Procession

GUEST ENTRANCE



MVP Arena Atrium

South Pearl Street



Available Space for Guest in Wheelchair (Accessible via Concourse Level)



Elevator/Escalators provide guest access to Concourse seating level.



# Russell Sage College Commencement 2025

Important Information for Graduates and Guests

## Overview of MVP Arena | Graduate and Guest Entrances



### Check out Important Info

including links to the commencement webcast & videos about how to wear regalia at:

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

View the Ceremony Livestream from the

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

Reach out to the Student Life Office with Questions

[deanofstudents@sage.edu](mailto:deanofstudents@sage.edu)

