



Graduation Checklist for 2019 NYU Stern Graduate Student Candidates

Print the following checklist to keep track of all deadlines regarding your participation in [graduation](#).

ASAP

- ☐ **By Friday, February 1:** All MBA candidates planning to graduate in May must file an application with Stern's Office of Records and Registration. For more information, visit www.stern.nyu.edu/Registrar/GradInfo/.
- ☐ **By Monday, February 4 at 5 pm:** Submit a draft speech (2-3 minutes) to Stern's Office of Public Affairs at paffairs@stern.nyu.edu to be considered for Student Speaker roles at Stern's Graduate Convocation Ceremony.

March/April

- ☐ **Monday, March 4 – Tuesday, March 26:** [RSVP](#) for **Stern's Graduate Convocation**.

Andre Koo Tech MBA, BS/MS in Accounting, Dual-Degree MBA, Fashion & Luxury MBA, Full-time MBA, Langone Part-time MBA, MS in Accounting, MS in Business Analytics, MS in Global Finance and MS in Risk Management students:

- ☐ **Monday, March 18 – Tuesday, April 16:** [Order](#) academic attire.
- ☐ **Monday, March 18 – Friday, May 10:** [Order tickets](#) for NYU's All-University Commencement.
- ☐ **By April 9:** Make a contribution to the [MBA Class Gift campaign](#) to have your name listed as a donor in the Graduate Convocation Program and reserve your cords to wear at the Graduation ceremonies.
- ☐ Pick up tickets to **Stern's Graduate Convocation** ceremony at the following times & locations:
(for Andre Koo Tech MBA, BS/MS in Accounting, Dual-Degree MBA, Fashion & Luxury MBA, Full-time MBA, Langone Part-time MBA and MS in Accounting students only)
You must bring your NYU ID

Normal Ticket/Name Card Distribution

Office of Development and Alumni Relations, KMC 10-165

Monday, May 13

11:00 am - 2:00 pm | 5:00 pm - 6:30 pm

Tuesday, May 14 – Wednesday, May 15

8:00 am – 9:30 am | 11:00 am - 2:00 pm | 5:00 pm - 6:30 pm

Thursday, May 16 – Friday, May 17

11:00 am - 2:00 pm | 5:00 pm - 6:30 pm

Unclaimed Ticket Distribution (while supplies last)

Office of Development and Alumni Relations, KMC 10-165

Monday, May 20 & Tuesday May 21

Noon - 2:00 pm and 5:00 - 6:30 pm on a first-come, first-served basis

Wednesday, May 22 & Thursday, May 23

Noon - 2:00 pm on a first-come, first-served basis

May

- ☐ Pick up your **academic attire** and your **tickets** to NYU's All-University Commencement at Kimmel Center for University Life, 60 Washington Square South (between LaGuardia Place & Thompson Street), 4th floor

You must bring your NYU ID

Tuesday, May 14: 11:00 am – 6:00 pm (on-time orders only)

Wednesday, May 15: 11:00 am – 6:00 pm (on-time orders only)

Thursday, May 16: 11:00 am – 8:00 pm

Friday, May 17: 11:00 am – 6:00 pm

Monday, May 20: 10:00 am – 4:00 pm

Tuesday, May 21: 10:00 am – 4:00 pm

- ☐ **Wednesday, May 22:** Arrive at Yankee Stadium with your academic attire for **NYU's All-University Commencement**. Gates open for candidates and guests at 9:00 am. Faculty procession begins at 10:30 am. Ceremony begins at 11:00 am and concludes at approximately 12:30 pm.
- ☐ **Friday, May 24:** Arrive at the Hulu Theater at Madison Square Garden with your academic attire for **Stern's Graduate Convocation** ceremony. Graduates are seated at 1:45 pm. Doors open for guests at 2:15 pm. Ceremony begins at 3:00 pm and concludes at approximately 6:00 pm.
- ☐ Return your **academic attire** following Stern's Graduate Convocation ceremony to the bins located outside of the Hulu Theater at Madison Square Garden, or make arrangements to return your gown to the NYU Bookstore (726 Broadway) from May 22 - May 28.

Herff Jones, Inc., will hold the renter financially responsible for unreturned items.