Graduation Checklist for 2015 NYU Stern Graduate Student Candidates
Print the following checklist to keep track of all deadlines regarding your participation in graduation.

ASAP
☐ By 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/

March/April
☐ Monday, March 16 – Tuesday, April 14: Order academic attire online at www.herffjones.com/college/nyu.

☐ RSVP for Stern’s Graduate Convocation.
  o Full-time MBA, Part-time MBA and BSMS in Accounting students: RSVP online between Monday, March 9 – Tuesday, April 7
  o PhD students: RSVP to Donna Lashley at dlashley@stern.nyu.edu by Friday, March 6
  o MS in Risk Management, MS in Business Analytics and MS in Global Finance students: RSVP to Brandon Mercik at gee-ops-list@stern.nyu.edu by Friday, April 3.

☐ Monday, March 16 – Friday, May 8: Order tickets for NYU’s All-University Commencement online. (RSVP by clicking on “NYU All-University Commencement Tickets” under the “Stern Life” tab on SternLinks)

☐ By Monday, March 23 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 (for Langone Part-time MBA and Full-time MBA students only)

☐ Pick up tickets to Stern’s Graduate Convocation ceremony at the following times & locations: (for Full-time MBA, Langone Part-time MBA and BSMS in Accounting students only)
  Monday, April 20 – Wednesday, May 13
  9:00 am – 5:00 pm in NYU Stern’s Office of Special Events (Tisch 500)

  Wednesday, April 22, April 29, and May 6; and Thursday, April 23, April 30 and May 7
  5:00 pm – 6:30 pm in the KMC Lobby

May
☐ Pick up your academic attire and your tickets to NYU’s All-University Commencement at Jerome S. Coles Sports & Recreation Center at 181 Mercer Street (between Bleecker & Houston Streets):
  Tuesday, May 12: 11:00 am – 6:00 pm (on-time orders only)
  Wednesday, May 13: 11:00 am – 6:00 pm (on-time orders only)
  Thursday, May 14: 10:00 am – 8:00 pm
  Friday, May 15: 11:00 am – 6:00 pm
  Monday, May 18: 10:00 am – 4:00 pm
  Tuesday, May 19: 10:00 am – 4:00 pm

☐ Wednesday, May 20: Arrive at Yankee Stadium for NYU’s All-University Commencement at 9:15 am. Candidates admitted at Gate 8 only. Guests admitted at Gates 2, 4 and 6 only. Ceremony begins at 11:00 am and concludes at 1:00 pm.

☐ Thursday, May 21: Arrive at the Theater at Madison Square Garden for Stern’s Graduate Convocation ceremony no later than 1:45 pm. Ceremony begins at 3:00 pm and concludes at approximately 6:30 pm.

☐ Return your academic attire following Stern’s Graduate Convocation ceremony to the bins located outside of the Theater at Madison Square Garden. Herff Jones, Inc., will hold the renter financially responsible for unreturned items.