



Written requests for special seating in The Freeman Center must be sent to:

Ms. Brenda Giles  
The Freeman Center  
Christopher Newport University  
1 University Place  
Newport News, Virginia 23606  
(757) 594-8823 fax 594-7916  
Bgiles@cnu.edu

Special needs requests must be received on or before May 6, 2004.

### **Parking**

Free parking is available in any of the parking areas on campus. Check with parking attendants on duty; they will direct you to the closest available space. Remember that car-pooling helps alleviate traffic congestion.

[www.cnu.edu/aboutcnu/directions.html](http://www.cnu.edu/aboutcnu/directions.html)

### **Special Needs Parking**

A limited number of handicapped-designated parking spaces are available for cars identified with Department of Motor Vehicles handicapped license plates and temporary decals.

### **Disability Services Information**

Individuals who are hearing impaired, please contact Disability Services at (757) 594-8765 or TDD (757) 594-7938.

### **Photographs**

Guests may take pictures from their seats.

A professional photograph will be taken of each graduate as the President presents his/her diploma cover. Within two weeks after graduation, a 43-mm proof and all ordering information will be sent to the graduate's permanent address on file at the University. There is no obligation to purchase photographs.

Please check with the Registrar's Office (757 594-7155) to make sure your address is correct. For more information you may e-mail: [candidcolor@comcast.net](mailto:candidcolor@comcast.net)

### **Cell phones and pagers**

During the procession, ceremony and recessional, we ask guests to please remain at your seats and keep all aisles clear and silence all cell phones and pagers.

### **CNU Bookstore**

#### **Commencement Week Hours**

Monday - Friday 8 a.m. - 5 p.m.

Saturday 9 a.m. - 1 p.m.

Bookstore telephone - (757) 599-5170

Bookstore Fax: (757) 595-5164 • [www.cnubooks.com](http://www.cnubooks.com)

Bachelor's candidates may arrange for the purchase of gown, hood, cap and tassel through May 8. The purchase price of a bachelor's gown, hood, cap and tassel is \$46.92 (including tax).

Christopher Newport Information (757) 594-7000

CNU Web address [www.cnu.edu](http://www.cnu.edu)

Campus map: [www.cnu.edu/aboutcnu/directions.html](http://www.cnu.edu/aboutcnu/directions.html)

### **Accommodation Information**

#### **– Hotels –**

#### **Point Plaza Suites and Conference Hotel**

(757) 599-4460

950 J. Clyde Morris Boulevard  
Newport News

#### **Holiday Inn and Suites**

(757) 596-6417

943 J. Clyde Morris Boulevard  
Newport News

#### **Comfort Inn**

(757) 249-0200

12330 Jefferson Avenue  
Newport News

#### **Hampton Inn**

(757) 989-8977

151 Ottis Street  
(off Victory Boulevard)  
Newport News

#### **Hampton Inn and Suites**

(757) 249-0001

12251 Jefferson Avenue  
Newport News



Friday, April 2



**7-10 p.m.**

**Casino Night at St. Michael's Hall**

**100 Harpersville Road, Newport News**

Dance the night away to DJ Tanner's music - enjoy appetizers and a cash bar. Casual dress. The cost is \$7 per person/\$14 per couple. For more information and directions call Kim Roeder at (757) 594-7712, or you may e-mail Kim at kroeder@cnu.edu.

Thursday, May 6



**9-9:45 a.m.**

**Continental Breakfast**

**The Freeman Center Lobby**

CNU's Alumni Society invites degree candidates for complimentary coffee, juice and assorted pastry and muffins.

**10-11:30 a.m.**

**Continental Rehearsal**

**The Freeman Center Field House**

All May 8, 2004 degree candidates must attend this informative rehearsal. If you have questions, please call the Dean of Students Office (757) 594-7160.

Saturday, May 8



**7:30 -9 a.m.**

**Alumni Society Commencement Breakfast**

**Regatta's - Student Center**

Degree candidates and their guests are invited to enjoy this hearty breakfast buffet. See enclosed registration information or call the Alumni Relations Office at (757) 594-7712. Cost \$6.25

**9:15 a.m.**

**Degree Candidates Assemble (with cap and gown)**

**The Freeman Center Field House**

All degree candidates must be in The Freeman Center in cap and gown, promptly at 9:15 a.m. If you have questions, please call the Dean of Students Office (757) 594-7160.

**9:45 a.m.**

No tickets are required. Family and friends should be seated by 9:45 a.m. to watch the Commencement processional. Early arrival guarantees the best seating. During the processional, ceremony and recession, we ask guests to please remain at your seats, keep aisles clear and to silence cell phones and pagers.

**10 a.m.**

**Commencement Exercises**

The Commencement processional begins the formal ceremony. The program includes brief remarks by the President of the University, the Rector of the Board of Visitors, a keynote speaker and the conferring of degrees to undergraduate and graduate students. The ceremony lasts about two hours.



**Following Commencement:**

**Diplomas**

Degrees are conferred at the ceremony; diplomas are picked up after the ceremony in front of the Captain John Smith Library. The rain plan pick-up will be in the Administration Building, Anderson Auditorium. If you have questions, please call the Registrar's Office (757) 594-7155.

**Reception for our new graduates**

Check with your academic department to confirm a particular reception time and location.

**Guest Information:**

Tickets are not required for the Commencement exercises outside.

**Rain Plan**

We try to have Commencement outdoors, even when it's raining (bring rain gear) and no tickets are required for an outdoor Commencement. In the event of intolerable weather (thunder & lightning), the Commencement Exercises will be held in CNU's Freeman Center Field House. Each degree candidate will receive a limited number of guest tickets for the indoor Commencement. Because of the limited seating capacity of the Freeman Center and the need to adhere to safety regulations for indoor assemblies, ticketing will be strictly enforced. Degree candidates may pick up their Commencement rain plan tickets on Thursday, May 6, at 10 a.m. during Commencement Rehearsal, or you may contact the Student Life Office at (757) 594-7260.

- At rehearsal, degree candidates participating in Commencement will receive a limited number of rain tickets for their guests. It is the responsibility of the degree candidate to ensure that these tickets are in the possession of those who will be using them on the morning of Commencement.
- Guests must have a rain ticket to attend Commencement exercises in The Freeman Center.
- Doors to The Freeman Center will open at 8 a.m.
- Families and guests should be seated by 9:45 a.m.
- The processional will begin at 10 a.m.
- Limited special needs seating is available. This seating is reserved for elderly and physically challenged guests who are unable to climb steps or who need wheelchair accessibility. Because seating in this area is limited, only one individual may sit with the guest who has special needs. Be sure to arrive early for special seating.
- Degrees are conferred at the ceremony; diplomas are picked up after the ceremony in the Administration Building, Anderson Auditorium.