GRADUATION GUIDE-LIONS 2010

Loyola Marymount University
Information in this booklet is provided for all graduating students eligible to participate in Commencement 2010 and their families and guests. It is accurate at the time of printing but subject to change as deemed appropriate by the University in order to fulfill its role and mission or to accommodate circumstances beyond its control. Changes may be made and implemented without prior notice and without obligation and, unless otherwise specified, are effective when made. All dates cited in this booklet are subject to change due to forces beyond the University’s control or as deemed necessary by the University in order to fulfill its educational objectives. Updated information will be posted online (http://registrar.lmu.edu, “Commencement”).
# TABLE OF CONTENTS

Frequently Asked Questions........................................................................................................4  
Common Terms ..........................................................................................................................8  
Degree Requirements ...............................................................................................................9  
Some Words of Warning...........................................................................................................13  
Academic Award Information ...................................................................................................14  
Important Commencement & Degree Dates, Spring 2010 .....................................................16  
The Commencement Ceremonies .............................................................................................17  
Directions to Campus .............................................................................................................17  
Campus Map ............................................................................................................................18  
Commencement Etiquette ........................................................................................................20  
Important Commencement & Degree Dates, Summer & Fall 2010 ........................................21  
Important Contact Information .............................................................................................22  
Information All Attendees Need to Know .............................................................................23  
LMU Degrees and Academic Attire .........................................................................................29  
Local Area Hotels and Restaurants .......................................................................................33  
Index ......................................................................................................................................36
FREQUENTLY ASKED QUESTIONS

Do I need to apply for my degree and my diploma?
Yes. Before a degree can be posted, the Office of the Registrar must have received and approved the following paperwork:

- A completed Application for Degree;
- A newly generated CAPP Report for each major and concentration, including both Detail Requirements and Additional Information;
- Forms resolving NOT MET requirements (Petition for CAPP Adjustment, Transfer Course Approval, etc.). There are only four instances when a NOT MET on a CAPP report is acceptable:
  1. The requirement will be fulfilled with Fall 2010 enrollment at LMU.
  2. The requirement will be fulfilled by a course transferred from another institution during Spring, Summer, or Fall 2010. In this case, a signed Transfer Course Approval must be submitted with the CAPP report.
  3. The requirement is NOT MET because of an Incomplete grade (I). All incomplete coursework must be finished before a degree can be posted.
  4. A GPA requirement is not yet fulfilled because coursework is in progress.

Note that the filing of this degree application is only one of several degree requirements and does not guarantee a degree will be awarded. Undergraduates must submit this paperwork in person. ONLY Master’s and Doctoral candidates may fax this paperwork to the Office of the Registrar (310-338-4466) if they are unable to submit it in person. In such cases, students should check their unofficial transcript on PROWL to confirm that their degree status is pending (PN), allowing 10 business days for processing.

Note that during the first week of classes, the Office of the Registrar will be open until 7:30 p.m. (specifically, Tuesday, January 19-Thursday, January 21, and Monday, January 25).

What is the deadline for applying for my degree?
Students should apply for a degree by the end of the first week of classes for the degree term (e.g., Monday, January 25 for a May 2010 degree). This allows students to address unmet degree requirements in a timely manner. Note that failure to submit an Application for Degree and supplemental paperwork to the Office of the Registrar by Monday, January 25, 2010, may result in the student’s name being excluded from the Commencement Program (including any honorary mention) as well as the student not being considered for 2010 Commencement Awards. However, the student still may participate in the Commencement ceremony.

Can I submit my Application for Degree if my CAPP report shows unmet items?
Yes. In these cases, at the time of applying, the student must submit paperwork addressing unmet requirements unless such requirements will be fulfilled with Fall 2010 enrollment, transfer work, grading of any Incompletes, and/or fulfilling a GPA requirement.
Is there a charge to apply for my degree?
Bachelor’s degree candidates are charged a graduation fee at the time of admission to the university. Master’s and Doctoral degree candidates are charged a one-time, mandatory graduation fee of $145.00, payable after submitting the Application for Degree.

Can I walk even though I haven’t completed all my coursework?
Bachelor’s Degree candidates with 12 or fewer semester hours to complete as well as Master’s Degree candidates with 6 or fewer semester hours to complete may participate in the May ceremony. Doctoral candidates must have successfully defended their dissertations in order to participate in Commencement.

Do I need to complete an Application for Degree if I’m not participating in Commencement?
Yes. An Application for Degree must be on file in the Office of the Registrar before a degree can be posted. Students who will not be walking in the ceremony must indicate directly on the application that they do not plan to participate in the May 2010 Commencement Ceremony. Consequently, these students are not listed in the Commencement Program.

What is the rule for participating in Commencement if I finish my degree in an August or December term?
LMU’s annual Commencement ceremony takes place in May, and students may participate in Commencement 2010 if they meet one of two profiles:

1. They are Bachelor’s, Master’s, or Doctoral candidates who have completed all requirements for their degrees as of August 2009, December 2009, or May 2010, or
2. As of May 2010, they are Bachelor’s candidates with 12 or fewer semester hours remaining or Master’s candidates with 6 or fewer semester hours remaining and they anticipate finishing in August 2010 or December 2010.

What if my diploma name changes after I apply for my degree?
Notify the Office of the Registrar in writing as soon as possible, either by submitting an updated Application for Degree or by e-mailing commencement@lmu.edu. Please note that a name change may appear on the diploma but not in the Commencement program if the program has already gone to print.

What if my diploma address changes after I apply for my degree?
A change in diploma address must be submitted in person to the Office of the Registrar or in writing to commencement@lmu.edu.

Do my guests need tickets?
No, tickets are not required. LMU’s Commencement ceremonies are open to the public.
What is the process for clearing degrees?
After all grades and paperwork have been submitted, academic work is reviewed in conjunction with the Deans’ Offices to award or cancel degrees of all students who applied. The Office of the Registrar then posts the degrees. Diploma orders are placed only after all degrees have been posted for all degree candidates.

How can my degree be canceled?
There are several factors that may lead to a degree being canceled.

- All degree requirements are not met. *This includes fieldwork, examinations, etc., that are completed after coursework is finished.*
- The GPA does not fulfill stated minimum requirements. Specifically, Undergraduates cannot graduate with a cumulative GPA or a major GPA below 2.0. Master’s and Doctoral candidates cannot graduate with a cumulative GPA below 3.0.
- All required coursework is not completed and/or needed documentation is not received within 30 working days of the end of the term, including:
  - an Application for Degree for each degree being earned (submitted to the Office of the Registrar by the end of the first week of classes for the term in which all graduation requirements will be met);
  - official transcripts from other institutions and/or Transfer Course Approval forms; and/or
  - all incomplete work.

After 30 working days, awarding of the degree will be deferred to the next eligible degree conferral date. *It is the responsibility of the student to refile for graduation for a later term if a degree was canceled for a given term.* The date of the degree posted on a student’s diploma is the one on which all graduation requirements are completed or documents are submitted.

Can I participate in Commencement again if my degree was canceled after I walked the first time?
No. Students are only allowed to participate in one Commencement ceremony per degree. Thus, although students must reapply if their degree was canceled, they may not walk in a subsequent ceremony for that same degree.

When will I receive my diploma?
LMU students do not get their diplomas on the day of Commencement. Rather, they can expect to receive their diplomas directly from the printer 3-4 months after their degree completion date and at the address they provided on the Application for Degree. Students should access their PROWL account to check on the status of their degree as well as when the diploma was ordered.
Can I get my diploma if I have a Controller’s Hold?
The diplomas of any students who have a Controller’s Hold will be held at the Office of the Registrar until the hold is removed (but for no more than three years). These students may call to claim their diplomas 3-4 months after the degree conferral date, and then their diplomas will be released to them.

Can I order a duplicate diploma?
Yes. Download the Duplicate Diploma Request from the Office of the Registrar’s website (http://registrar.lmu.edu, click “Forms,” then “Duplicate Diploma”). A $25 fee is required for each duplicate diploma, which is mailed 6-8 weeks after receipt of payment. For questions, contact Jonathan Fox at (310) 338-4464 or jonathan.fox@lmu.edu.
**COMMON TERMS**

**Diploma** - The diploma is the physical decorative documentation of a student’s degree. It includes the student’s major(s) as well as scholastic honors at Commencement (Summa Cum Laude, Magna Cum Laude, or Cum Laude). *Diplomas do not mention concentrations or minors.*

**Degree** - The degree is a university’s recognition that a student has successfully completed a course of study. It is noted on a student’s transcript and diploma.

**Additional Major** - The student who completes more than one major will receive one diploma, which will mention all majors. These majors will appear on the transcript as well. This student will get one name card for the Commencement ceremony and will go up to the stage with fellow candidates in the College of their primary major. If a student has two majors within one College and the hood colors differ—e.g., English (white) and Theology (scarlet)—either hood is acceptable for the ceremony.

**Additional Degree** - The student who completes more than one degree will receive a diploma for each degree awarded. This student is welcome to walk to the Commencement stage to be recognized for each degree and to receive a diploma cover for each. The Office of the Registrar will also have extra diploma covers for students who wish to pick one up for their additional degree diploma(s). Students who complete an additional degree in a subsequent academic year may participate in that subsequent Commencement ceremony.

**Graduation Date** - Degrees are awarded three times per year: Commencement Day, August 31, and December 31. This is the date posted on the diploma and transcript.

**Commencement** - The graduation ceremonies occur on Commencement Weekend. The ceremony for Bachelor’s candidates is held on the Saturday after final examination week, and that of the Master’s and Doctoral candidates is on the Sunday after final examination week.
DEGREE REQUIREMENTS

Undergraduates

All candidates for the baccalaureate degree at LMU must fulfill the following requirements:

1. All candidates in the undergraduate colleges and school must complete a minimum of 120 semester hours, including core and program requirements and 45 semester hours of upper-division course work. Certain programs require more than 120 semester hours. These are noted under the appropriate department listings in the University Bulletin.

2. All work done at LMU must have a cumulative grade point average of C (2.0). All courses taken in the major, minor, or area of concentration must have a cumulative grade point average of C (2.0).

3. At least 30 of the last 36 semester hours for the bachelor’s degree must be taken in residence at LMU. At least two-thirds of the upper division semester hours of the major must be taken in residence at LMU unless, for programmatic purposes, the dean and the director of the major deem an exception appropriate.

4. A student is held responsible for academic regulations in effect at the time of entrance or, with approval, for those in effect in the senior year provided the student maintains continuous enrollment. Similarly, a student who declares or changes a major after being admitted to the University is held responsible for the academic regulations in effect at the time the major is declared or changed. A student who interrupts LMU enrollment is subject to the academic regulations in effect in the University Bulletin at the time enrollment is resumed.

5. Degrees are awarded three times per year and are dated Commencement Day, August 31, and December 31. The date of the degree posted on a student’s diploma is the one by which all graduation requirements are completed or documents are submitted. These include:

   • Filing an Application for Degree with the Office of the Registrar by the deadline date for the term in which all of the above conditions will be met. Students working towards an additional degree must submit an application for each degree;
   • Submitting official transcripts from other institutions and requisite Transfer Course Approvals to the Office of the Registrar prior to the degree date;
   • Completing all incomplete work prior to the degree date;
   • All academic requirements for a degree being completed or in progress before or during the term of degree conferral. The University will award a degree if all required coursework is completed, and needed documentation received, within 30 working days of the end of the term. After 30 working days, awarding of the diploma will be deferred to the next degree conferral date. If a student has been canceled for graduation in a given term, it is the responsibility of the student to reapply for graduation for a later term.

Bachelor’s degree candidates are charged a graduation fee at the time of admission to the University.
Graduates

Degrees are awarded three times per year and are dated Commencement Day, August 31, and December 31. The date of the degree posted on a student’s diploma is the one by which all graduation requirements are completed or documents are submitted. These include:

- Filing an Application for Degree with the Office of the Registrar by the deadline for the term in which all required conditions will be met. Students working towards two graduate degrees must submit an application for each degree;
- Submitting official transcripts from other institutions and requisite Transfer Course Approvals to the Office of the Registrar prior to the degree date;
- Completing all incomplete work prior to the degree date;
- All academic requirements for a degree, including a 3.0 cumulative GPA, being completed or in progress before or during the term of degree conferral. The University will award a degree if all required coursework is completed and needed documentation received within 30 working days of the end of the term. After 30 working days, awarding of the diploma will be deferred to the next degree conferral date. If a student has been canceled for graduation in a given term, it is the responsibility of the student to reapply for graduation for a later term.

Master’s and Doctoral degree candidates are charged a one-time, mandatory graduation fee of $145.00, payable to the Controller’s Office after submitting the Application for Degree.

The Process for Filing for a Degree

Undergraduate and graduate students intending to graduate in May 2010 must submit the following to the Office of the Registrar by Monday, January 25, 2010, in order to be included in the Commencement Program and considered for academic awards:

- A completed Application for Degree
- A newly generated CAPP Report for each major and concentration, including both Detail Requirements and Additional Information.
- Forms resolving NOT MET requirements (i.e., a Petition for CAPP Adjustment and/or Transfer Course Approval). There are only four instances when it is acceptable for NOT MET to appear in an Area on a CAPP report:
  1. The requirement will be fulfilled with Fall 2010 enrollment at LMU.
  2. The requirement will be fulfilled by a course transferred from another institution during Spring, Summer, or Fall 2010. In this case, a signed Transfer Course Approval must be submitted with the CAPP report.
  3. The requirement is NOT MET because of an Incomplete grade (I). All incomplete coursework must be finished before a degree can be posted.
  4. A GPA requirement is not yet fulfilled because coursework is in progress.
Undergraduates must submit all of the above paperwork in person to the Office of the Registrar for approval of the Application for Degree. Master’s and Doctoral candidates may fax or mail the above paperwork to the Office of the Registrar if they are unable to submit it in person. In such cases, students should allow 10 business days for processing and then check PROWL to confirm that their degree status is pending (PN).

*The filing of this degree application is only one of several degree requirements and does not guarantee a degree will be awarded.*

---

**The Application for Degree**

All students must submit an Application for Degree to the Office of the Registrar—whether or not they intend to participate in Commencement—by the end of the Spring term, August 31, or December 31.

*Please note: Failure to file by Monday, January 25, 2010, may result in the student not being included in the Commencement program (including any honorary mention) and considered for academic awards.*

<table>
<thead>
<tr>
<th>Degree Conferral Date</th>
<th>Filing Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 8 or 9, 2010</td>
<td>Monday, January 25, 2010</td>
</tr>
<tr>
<td></td>
<td>(for award consideration &amp; Commencement program inclusion)</td>
</tr>
<tr>
<td>August 31, 2010</td>
<td>Friday, July 2, 2010</td>
</tr>
<tr>
<td>December 31, 2010</td>
<td>Friday, September 3, 2010</td>
</tr>
</tbody>
</table>

Applications for degree must include:

- a precise indication of the student’s name as it should appear on the diploma, including diacritical marks
- the student’s diploma mailing address (note that diplomas are typically sent 3-4 months after the graduation date)
The CAPP Report

The CAPP report indicates a student’s status toward completing degree and program requirements. Students who are applying for a degree should review their CAPP report (Detail Requirements option), making note of any sections with red print or NOT MET. Red print or the words “NOT MET” next to an area on a CAPP report signals a missing requirement; blue print indicates completion. Items in red alert students that they may not qualify to walk in Commencement 2010.

Students who believe that a requirement should not be in red must ask themselves the following questions:

- **Was the requirement previously fulfilled at another school?** The official transcript(s) from that school and/or Transfer Course Approval may be missing. Refer to “Transfer Information” on PROWL for details.
- **Was the requirement fulfilled by substituting one course for another?** A Petition for CAPP Adjustment must be approved by the student’s associate dean’s office and submitted to the Office of the Registrar. CAPP looks for exact LMU course numbering to fulfill requirements.
- **Will the requirement be fulfilled at another school during 2010?** A Transfer Course Approval must be submitted.
- **Are there any grades of Incomplete from Fall 2009 or other terms?** Until they are graded, these courses will show in red on the Detail Requirements section and/or be included on the Additional Information section.
- **Will the degree be completed with courses taken at LMU in Fall 2010?** These will appear in red until the student registers for Fall courses.
- **Does the Area in red have a GPA requirement?** This Area will remain in red until all courses within it are graded and the GPA requirement is met.
SOME WORDS OF WARNING...

Failure to file a degree application by the Monday, January 25, 2010, deadline may result in a student not being included in the Commencement Program (including any honorary mention) as well as not being considered for 2010 Commencement Awards.

Regardless of whether or not a student intends to participate in the Commencement ceremony, an Application for Degree must be on file in the Office of the Registrar before a degree can be posted.

Filing an Application for Degree is only one of several degree requirements and does not guarantee a degree will be awarded.

If any incomplete work is not completed prior to the degree date, a student’s degree will be canceled. This applies even if the Incomplete is for a course that is not required for a student’s major (e.g., an elective or any other class taken above and beyond those required for a student’s major).

Taking the final course(s) at another institution may be cause for a degree to be canceled if the Office of the Registrar does not receive transcripts from other institutions by the posted deadline.

Should a student’s degree be canceled, it is the student’s responsibility to submit an updated application.
ACADEMIC AWARD INFORMATION

Honors at Commencement - Undergraduates Only
To be eligible for scholastic honors at Commencement, a student must have completed at LMU at least 60 semester hours toward the baccalaureate degree on a graded basis (Credit/No Credit grades do not apply). Eligible students for honors at May 2010 Commencement either received a degree in August or December 2009 or are a degree candidate for May, August, or December 2010. Honors at Commencement are determined by the cumulative grade point average at the time the degree is granted, based on LMU work only. These honors are entered on the transcript and are inscribed on the diploma. The following minimum grade point averages are required for the honors indicated:

- 3.9  Summa Cum Laude
- 3.7  Magna Cum Laude
- 3.5  Cum Laude

Students who are candidates for honors at graduation will receive recognition during the Commencement ceremony. May, August, and December 2010 degree candidates will be recognized as pending for honors if they have a 3.5 grade point average or higher as of February 24, 2010.

Students with Honors at Commencement will be listed in the Commencement Program as indicated:

- **Honors Received** - These candidates for graduation were awarded degrees prior to May 2010 and are participating in the Commencement ceremony. They already received their final grade point averages, and therefore, the honors listed for them will reflect their actual diploma honors.

- **Honors Pending** - These candidates for graduation will not yet have a final cumulative grade point average as of the Commencement ceremony date, and the honors listed for them will be based on their grade point average as of February 24, 2010. Consequently, the honors printed on their diplomas and final transcript may differ from those noted in the Commencement Program.

University Academic Awards - Undergraduates Only
For students to be eligible for academic awards presented at the May Commencement ceremony, they must have either graduated in the previous August or December or be a candidate for May graduation who is completing degree requirements in Spring 2010 (students completing degree requirements for August 2010 or December 2010 graduation are not eligible for academic awards until 2011). In addition, the completion of 60 graded semester hours at LMU is required unless otherwise noted.
The University Scholar of the Year Award
Presented to the student who has achieved the best overall academic record while at the University, taking into consideration the University Honors Program, second majors, and minors. This student entered LMU as a freshman; had full-time status every semester, with a minimum of 12 graded semester credit hours each term; and has the highest grade point average.

The Ignatian Award
Awarded to the graduating senior man who has distinguished himself academically and in leadership and service to the student body and the University.

The Marian Award
Awarded to the graduating senior woman who has distinguished herself academically and in leadership and service to the student body and the University.

The Valedictorian Award
Presented to the graduating senior who has a distinguished academic record, has completed 60 graded semester hours at LMU, and was selected by a committee to deliver the student commencement address. The awardee has a 3.7 minimum grade point average and was enrolled full-time every semester, with a minimum of 12 graded semester hours per term.

Presidential Citations
Presented to the graduating seniors who have demonstrated outstanding academic achievement and have distinguished themselves as outstanding leaders at the University. Recipients must have a 3.25 minimum grade point average.

College and School Scholars - Undergraduates Only
Awarded to the graduating seniors with the most outstanding academic record in each college and school.

Program Scholars - Undergraduates Only
Presented to the graduating seniors with the most outstanding academic record in each major. Awardees must have a 3.5 minimum grade point average.

Named and Endowed Awards - Undergraduates Only
Presented to the graduating seniors who have been selected for named and endowed service and academic awards.

Graduate Division Awards
Awarded upon approval by the dean of their respective college or school to the graduating Master’s and Doctoral degree candidates who have been recognized for exemplary achievement in their fields. Graduate students are not eligible for Honors at Commencement (e.g., Cum Laude, etc.).
IMPORTANT COMMENCEMENT & DEGREE DATES - SPRING 2010

Jan 19  T  Classes begin
Jan 25  M  Last day to file application for May 2010 degree (Undergraduates must submit paperwork in person. Master’s and Doctoral candidates may fax or mail application to the Office of the Registrar.) During the first week of classes, the Office of the Registrar will be open until 7:30 p.m. (Tuesday, January 19-Thursday, January 21, and Monday, January 25).

Feb 5  F  Last day for undergraduates to finish coursework for Fall grades of Incomplete
Feb 19  F  Last day for instructors to submit grades for undergraduates with Fall grades of Incomplete
Mar 15  M  Undergraduate academic attire available for purchase at University Bookstore in Malone Student Center
Mar 21  U  Senior Banquet and Ball (Register at http://alumni.lmu.edu/seniorbanquet)
Mar 26  F  Last day to withdraw from classes or apply for Credit/No Credit grading. NOTE: This could impact your graduation status and eligibility for honors.

Apr 5  M  Graduate academic attire available for rent at Malone Bookstore
Apr 15  R  Deadline for Doctoral dissertation defense
Apr 16  F  Deadline to proofread diploma name and pick up name card for Commencement Ceremony at Office of the Registrar

Apr 22  Th  Academic Awards Convocation, 3:00 in Sacred Heart Chapel (reception to follow)
Apr 30  F  Asian Pacific American Graduation Ceremony, 5:30-8:30 p.m. at The Hill

May 2  U  Dia de Reconocimiento: Latino Graduation Celebration. 10:00 a.m.-12:00 noon, mass and ceremony in Sacred Heart Chapel. 12:00 noon-2:00 p.m., reception in Sculpture Garden. Registration is required.

May 3-7  M-F  Final Examinations
May 7  F  Kente Graduation (Office of Black Student Services), 3:00-5:00 p.m. ceremony in Sacred Heart Chapel, 5:00-6:00 p.m. reception in adjacent Chapel garden
May 7  F  Commencement Liturgy, 7:30 p.m. in Gersten Pavilion (reception to follow on Alumni Mall)
May 7  F  Residence halls and apartments close, 8 p.m.
May 8  S  Undergraduate Commencement Ceremony, 9:30 a.m. in Sunken Garden (refreshments to follow)
May 9  U  Graduate Commencement Ceremony, 10 a.m. in Sunken Garden (reception to follow)
May 12  W  Last day for instructors to submit final grades
May 16  U  Loyola Law School Commencement Ceremony, 12 noon in Sunken Garden, Westchester Campus
THE COMMENCEMENT CEREMONIES

Loyola Marymount University’s Commencement ceremonies are open to the public. Tickets are not required.

Undergraduate Commencement will be held on Saturday, May 8, 2010, in Sunken Garden. It begins promptly at 9:30 a.m. and lasts approximately 3 hours. Below is the outline of the ceremony:

- Procession
- Invocation and National Anthem
- Student Awardee Recognition
- Valedictorian Address
- Honorary Degree Recipient Recognition
- Commencement Speaker Address
- Announcement of Degree Candidate Names
- Conferral of Degrees by University President
- Final Blessing
- Recessional

Graduate Commencement will be held on Sunday, May 9, 2010, in Sunken Garden. It begins promptly at 10:00 a.m. and lasts approximately 1-1/2 hours. Below is the outline of the ceremony:

- Procession
- Invocation and National Anthem
- Honorary Degree Recipient Recognition
- Commencement Speaker Address
- Announcement of Degree Candidate Names
- Conferral of Degrees by University President
- Final Blessing
- Recessional

DI RECTIONS TO CAMPUS

Loyola Marymount University is located approximately 4 miles north of LAX.

- **From LAX:** Take Sepulveda Blvd north. Remain in the left lanes and merge onto Lincoln Blvd. Follow Lincoln past Manchester Blvd. Turn right on LMU Drive.

- **From the South:** Take 405 Fwy north, exit on Jefferson Blvd and turn left (west). Turn left on Lincoln Blvd (south). Turn left on LMU Drive.

- **From the North:** Take 405 Fwy south, exit on Jefferson Blvd and turn right (west). Turn left on Lincoln Blvd (south). Turn left on LMU Drive.

- **From the East (using the 105 Fwy):** Take 105 West, exit on Sepulveda Blvd/LAX (north). Remain in the left lanes and merge onto Lincoln Blvd. Follow Lincoln north past Manchester Blvd. Turn right on LMU Drive.

- **From the East (using the 10 Fwy):** Take 10 West to 405 South, exit on Jefferson Blvd and turn right (west). Turn left on Lincoln Blvd (south). Turn left on LMU Drive.
COMMENCEMENT ETIQUETTE

The commencement ceremony honors graduates from five terms: August 2009, December 2009, May 2010, August 2010, and December 2010. It is a significant and solemn event, the recognition of years of study and accomplishment.

In consideration of others, guests and participants are requested to adhere to the following guidelines:

- Students and guests should avoid unnecessary conversation and movement during the exercises.
- Degree candidates are expected to remain in their seats throughout the entire ceremony, except when approaching the stage to receive their diploma cover. Out of respect for everyone having their names called, all students are expected to remain quietly seated until the President confers degrees at the end of the ceremony and the President’s party and University faculty have recessed.
- Alcohol is not to be brought and/or consumed on campus.
- Food is not allowed in the seating area.
- Noise makers, beach balls, confetti, etc., are not permitted at Commencement.
- Students may not bring pets, babies, or young children to participate in the ceremony with them.
- Students: In consideration of others, refrain from using cell phones and/or pagers when lining-up, while processing to Sunken Garden, and during the Commencement ceremony.
- Only authorized photographers and Commencement staff are permitted on the stage area during the ceremony.
- Individuals who engage in inappropriate or disruptive behavior may be removed from the event.
IMPORTANT COMMENCEMENT & DEGREE DATES - SUMMER 2010

May 17 M Summer I classes begin
Jun 25 F Summer I classes end
Jun 28 M Summer II classes begin
Jun 30 W Last day for instructors to submit Summer I final grades
Jul 2 F Last day to file application for an August 31st degree
   (Undergraduates must submit paperwork in person. Master’s
   and Doctoral candidates may fax or mail application to the
   Office of the Registrar.)
Aug 6 F Summer II classes end
Aug 11 W Last day for instructors to submit Summer II final grades

IMPORTANT COMMENCEMENT & DEGREE DATES - FALL 2010

Aug 30 M Classes begin
Sep 3 F Last day to file application for a December 31st degree
   (Undergraduates must submit paperwork in person. Master’s
   and Doctoral candidates may fax or mail application to the
   Office of the Registrar.)
Dec 13-17 M-F Final Examinations
Dec 22 W Last day for instructors to submit final grades

For more information about Fall 2010, refer to the online calendar

All outstanding paperwork
(official transcripts, Changes of Program, General Petitions, etc.)
must be date-stamped by the Office of the Registrar
within 30 working days of the end of the term for which the degree is pending—
specifically, May 8 (undergraduates) or May 9 (graduates), August 6, or December 17.
Failure to comply will result in the degree being canceled for that term.
The student is responsible for reapplying for a subsequent conferral date.
IMPORTANT CONTACT INFORMATION

Following is a list of on- and off-campus contacts regarding Commencement. On-campus calls can be made by dialing the respective five-digit extension from any campus telephone (e.g., 82740).

Phone Numbers
Office of the Registrar Academic Records Coordinators
• Business Administration.................................................................(310) 338-1848
• Communication & Fine Arts.........................................................(310) 338-1945
• Education.......................................................................................(310) 338-7389
• Film & TV......................................................................................(310) 338-7053
• Liberal Arts....................................................................................(310) 338-1837
• Science & Engineering.................................................................(310) 338-5177
Announcements..................................................................................(310) 338-2889
Bookstore...........................................................................................(310) 338-2889
Cap and Gown Orders........................................................................(310) 338-2889
Commencement, General Information..............................................(310) 338-2740
Commencement Liturgy.......................................................................(310) 338-2720
Duplicate Diploma Orders.................................................................(310) 338-4464
DVD Orders.........................................................................................(310) 338-2740
Name Cards.........................................................................................(310) 338-2889
Photographer, Commencement (Grad Images).................................(800) 628-4509
Registrar, Office of the.......................................................................(310) 338-2740

E-mail Addresses
Degree Verifications.................................................................degreeverify@studentclearinghouse.org
Diploma Name and/or Address Changes............................................ commencement@lmu.edu
Duplicate Diploma Orders................................................................. jonathan.fox@lmu.edu
General Commencement Information............................................... commencement@lmu.edu
Name Cards.........................................................................................tanya.salvini@lmu.edu

Websites
Alumni Association........................................................................http://www.lmu.edu/alumni
Announcements (Herff Jones)........................................................http://www.herffjones.com/college/graduation
Commencement...............................................................................http://registrar.lmu.edu, “Commencement”
DVD.................................................................................................http://registrar.lmu.edu, “Commencement”
Photographer, Commencement (Grad Images)..................................http://www.gradimages.com
PROWL..............................................................................................http://registrar.lmu.edu, “PROWL”
Senior Class Gift...............................................................................http://give.lmu.edu/seniors
BEFORE COMMENCEMENT WEEKEND

Academic Attire, Accessories, and Announcements

- Cap and gown for Bachelor’s and Master’s Degree candidates can be obtained in the University Bookstore in Malone Student Center. Undergraduate regalia will be available for purchase as of Monday, March 15. Master’s Degree attire will be available for rent as of Monday, April 5. The deadline to guarantee cap and gown size and color of hood for all graduates is Friday, April 16. Doctoral candidates place their own regalia order, allowing 6-8 weeks for delivery (contact the Bookstore for further information).
- Along with academic regalia, students are welcome to wear pins, honors cords, stoles, etc., that are not university-sponsored but are offered by LMU organizations or programs.
- Students may not wear academic attire from previous ceremonies or other institutions.
- As of February 1, 2010, personalized graduation announcements can be ordered directly via http://www.herffjones.com/college/graduation. Students will be sent a flyer from Herff-Jones regarding announcement and other commencement-related orders.
- Jostens representatives will be on campus for class ring orders on the following dates: Jan. 26-28, Feb. 20-21 (Family Weekend), Mar. 16-18, Apr. 6-8, and May 8-9 (Graduation Weekend). Contact the Bookstore for locations and times.
- Call (310) 338-2889 with any questions.

Name Cards

Name cards are used on the day of Commencement to announce degree candidates as they approach the stage. Names will appear both in the Commencement Program and on the diploma as printed on the card. Students should also indicate on the back of the card to which street and e-mail addresses the Commencement proofs should be sent.

- Students who graduated in August or December 2009 can expect to receive their name card at their diploma address during Spring 2010.
- Students enrolled during the spring semester will receive their name cards accordingly:
  - Bachelor’s Candidates - In the Spring, students graduating in May, August, or December 2010 will be notified to visit the Office of the Registrar to proofread their diploma name and pick up the name cards used to announce their names during the ceremony. Students who are candidates for honors at graduation will have specially designated cards and will receive recognition during the commencement ceremony.
  - Master’s & Doctoral Candidates - Students who are enrolled in spring semester classes will be sent a name card to their local mailing address. Graduate students are not eligible for Honors at Commencement.
- Students must proofread their own diploma name as printed on the card and notify the Office of the Registrar of any corrections by Friday, April 16, 2010, in person, via e-mail (commencement@lmu.edu), or in writing.
Name Cards (continued)
• Students receiving an additional degree will get a name card for each degree awarded and are welcome to process to the stage for each degree.
• Students who have additional majors will get one name card and will go up to the stage with fellow candidates in their primary major.
• STUDENTS MUST BRING THEIR NAME CARDS ON THE DAY OF COMMENCEMENT for use during the ceremony.
• Students who do not receive a name card should contact the Office of the Registrar.
• Students who forget or lose their name cards may pick up a blank card on the day of Commencement.

Senior Class Gift
The Senior Class Gift is a campaign led by seniors who want to raise money for LMU and give back in support of their whole person education. Students can show their pride by making a gift to LMU. More information is available at http://give.lmu.edu/seniors.

COMMENCEMENT WEEKEND

Commencement Liturgy - Friday
Everyone is welcome to celebrate Commencement Liturgy on Friday, May 7, at 7:30 p.m. It will be held in Gersten Pavilion, which has bleacher seating and fills quickly. Limited special needs seating will be available in the first row of the bleachers on a first-come, first-served basis. The saving of seats will not be permitted at either the regular or special needs seating area.
• Doors open at 6:45 p.m.
• Academic attire is not worn.
• A reception will be held along Alumni Mall for graduating students and their guests after the Liturgy, beginning at approximately 9:00 p.m.

Commencement
The Commencement ceremonies for both Bachelor’s candidates as well as Master’s and Doctoral candidates will be held on the grass in Sunken Garden. Students may invite as many guests as they wish. Tickets are not necessary.

• Saturday Undergraduate Commencement - The procession to candidate seating will begin at 9:30 a.m., and the ceremony will end around 12:30 p.m. Approximately 17,000 people will be in attendance.

• Sunday Graduate Commencement - The procession to candidate seating will begin at 10:00 a.m., and the ceremony will end at approximately 11:30 a.m.

Parking, Commencement Weekend - General Information
It is suggested that degree candidates and their guests arrive on campus early, as heavy traffic is anticipated in and around the University. The Lincoln Boulevard entrance onto LMU Drive is the most accessible and convenient entrance to use; however, the Loyola Boulevard entrance will also be open. Parking is free on campus and approximately 1/2 mile from the ceremony.
Parking, Commencement Weekend - Special Needs
Handicapped and special needs parking as well as limited shuttle service for those who are unable to walk the 1/2 mile are available. The shuttle will not accommodate wheelchairs, and there is a step up into the shuttle. A special needs drop-off area will be in operation until ½ hour before the ceremony begins (that is, until 9:00 a.m. on Saturday, May 8, and until 9:30 a.m. on Sunday, May 9). If this service is required, early arrival is recommended. For assistance, please ask the Public Safety officers at the campus entrances. Visit the Commencement website for the most up-to-date information regarding parking.

Parking - Undergraduate Ceremony, Saturday
Students are not restricted as to the number of guests they may invite to Undergraduate Commencement on Saturday, May 8, 2010. However, due to parking limitations, each graduating senior is allowed a maximum of three (3) cars parked on campus, specifically:

- their own LMU-registered car (must display a valid LMU parking permit)
- two (2) cars with official Commencement parking permits, which are only valid for vehicles which fit into regular parking spaces (no limousines, oversize vans, buses, motor homes, etc).

Each graduating senior will be issued two (2) official parking permits to distribute to guests. Extra passes will not be distributed or re-issued. In the event that passes are lost or misplaced, guests will be directed to park off-campus at a pre-designated parking area. Note that official Commencement parking permits do not guarantee parking. For those families who need to bring more than these three cars, additional parking has been arranged at Playa Vista, off of Campus Center Drive. The cost is $10 per vehicle, which includes shuttle service to and from campus.

Please keep in mind that Undergraduate Commencement usually draws over 17,000 attendees. Because seating and parking are not guaranteed, early arrival is strongly recommend, preferably by 8:30 a.m. (at least one hour before the ceremony). Also, keep in mind that the campus will be closed to incoming traffic at 11:30 a.m. or once the campus has reached full parking capacity—whichever comes first. Regular campus traffic patterns will resume at approximately 1:00 or after most Commencement traffic has departed.

Parking - Graduate Ceremony, Sunday
It is suggested that guests for the Sunday ceremony arrive on campus no later than 9:00 a.m.

Guest Seating
THE SEATING AREA OPENS AT 7:30 A.M. SEATING WILL BE AVAILABLE ON A FIRST-COME, FIRST-SERVED BASIS. THE SAVING OF SEATS WILL NOT BE PERMITTED. Please be aware that seating will be on the grass and in the sun; no covering will be provided. It is advised that attendees use sunscreen and, if necessary, wear a hat. Umbrellas may be used, but please be considerate of other guests’ sight lines during the ceremony. Also, women may prefer not to wear high-heeled shoes.
Guest Seating - Special Needs

- Seating for those with special needs will be available on Regent’s Terrace. Please note that seating will be in the sun; guests may want to wear sunscreen, a hat, and/or long sleeves. Only one person from a party may sit with the person requiring special seating. If any guests have difficulty walking, it would be to their advantage to bring a wheelchair (please note that the parking shuttle does not accommodate wheelchairs).
- If a sign language interpreter is needed, please call (310) 338-1945 or e-mail tanya.salvini@lmu.edu by April 15.
- There will be a remote viewing area in St. Robert’s Auditorium with a live feed for those who cannot be in Sunken Garden or Regent’s Terrace. There is limited seating for 150 people on a first-come, first-served basis. The saving of seats will not be permitted.

Line-up and Procession

- There is no dress rehearsal for Commencement.
- Students should assemble as indicated below, dressed in academic attire and with their name cards in hand to prepare for the procession of candidates to Sunken Garden:
  - **Bachelor’s Candidates** - Students should report to Gersten Pavilion by 8:00 a.m. on Saturday, May 8. Upon entering the Pavilion, students should look for the person holding the banner of their college or school and line up single file behind that sign. The procession to Sunken Garden will begin at 9:00 a.m. Students must stay in single file behind their college or school sign.
  - **Master’s & Doctoral Candidates** - Students should report to the designated areas by 9:00 a.m. on Sunday, May 9:
    - *Communication & Fine Arts, Film & TV, Liberal Arts, Science & Engineering* - Dunning Courtyard (in the Burns complex)
    - *Business Administration* - Hilton
    - *Education* - Doheny Quad
  Commencement staff will direct students to line up as necessary for the procession. The procession to Sunken Garden will begin at 9:30 a.m. Students must stay in single file as directed by Commencement staff. Doctoral candidates should carry their unbuttoned hood over their right arm while walking.
  - Only degree candidates will be allowed in the line-up areas. Parents and guests may not assemble with degree candidates but, rather, should proceed directly to the seating area in Sunken Garden.
  - Graduating students within a college or school who wish to sit together should stand single file behind each other.
  - Neither food nor alcohol are permitted in the line-up areas nor in Sunken Garden.

Degree Candidate Seating

Degree candidate seating will be determined based on the number of applicants from the various colleges and schools. Please check the Commencement website (http://registrar.lmu.edu, “Commencement”) for up-to-date seating information.
• For Commencement seating, degree candidates will be divided by college and school.
• As the degree candidates enter Sunken Garden, Commencement staff will direct them
to their seats. Empty spaces are not allowed, and once in a row, students may not
move to another seat.
• Students should remain standing until the conclusion of the National Anthem.
• Students who have a special need that prevents them from using steps or walking the
distance between Gersten Pavilion and Sunken Garden should call (310) 338-1945
or e-mail tanya.salvini@lmu.edu by April 15.

Doctoral Candidates: While sitting, students should fold their hoods neatly on their laps.
They will be hooded by their Dissertation Chair while on stage, facing the audience.

Degree Conferral - Bachelor’s Candidates
• Students will stand when their respective college or school is announced. The
mortarboard tassel should be to the right.
• Students will proceed to the stage area as directed by Commencement staff one row
at a time and then present their name card to the reader, who will announce their name
as printed on the card.
• They will shake hands with the Chairman of the Board of Trustees and the President
and receive their diploma cover.
• They will return to their seats as directed and remain seated until the ceremony is finished.
• Students will recess from Sunken Garden following the faculty, exiting row by row as
directed by Commencement staff.

Degree Conferral - Master’s & Doctoral Candidates
• Students will stand when their respective college or school is announced. The
mortarboard tassel should be to the right.
• Doctoral candidates must carry their hood over their right arm and be sure that it is
completely unfastened so that it can be placed over their head when on stage.
• Students will proceed to the stage area via the center aisle one row at a time and present
the name card to the reader, who will announce their name as printed on the card.
• Commencement staff will assist Doctoral candidates in handing their hood to their
Dissertation Chair, who will place it over their head as they face the audience.
• They will then walk across the stage to the Chairman of the Board of Trustees and the
President, shake their hands, and receive their diploma cover.
• Students will return to their seats as directed and remain seated until the ceremony is finished.
• Students will recess exiting row by row as directed by Commencement staff.

Photographs
A professional photographer will take the students’ pictures when they receive their diploma
cover. It is important that students stay in the same order as when they handed in their name
card, since this order determines which proof-photos they will receive. Approximately four days
after the ceremony, proofs of these photos are sent to each student to the e-mail and street
addresses the student specified on the back of the name card. Visit http://www.gradimages.
com for more information or call (800) 628-4509 for questions regarding photographs.
Live Webcast
Both the undergraduate and graduate Commencement processions and ceremonies will be available for viewing on the Internet. The link for this streaming webcast will be on the LMU homepage (http://www.lmu.edu).

Services
Alcohol is not permitted on campus. Coffee, sodas, and other beverages are available for purchase in the Malone Bookstore, Jamba Juice, and the Lion’s Den, all located in the Malone Student Center. Flowers will be sold at convenient locations throughout campus.

DVD
DVDs featuring Commencement Liturgy and the Undergraduate and Graduate Commencement Ceremonies will be available. The Office of the Registrar will have a flyer and order form available in early March 2010. For more information, log onto the Commencement website (http://registrar.lmu.edu, “Commencement”).

AFTER COMMENCEMENT WEEKEND

Degree Verifications
A transcript is the official means to verify a degree. If students need a degree verified for an employer or another third party, that agency must contact the National Student Clearinghouse after July 15, October 15, and February 15 for May, August, and December degrees, respectively, at (703) 742-4200 or degreeverify@studentclearinghouse.org.

Diplomas
On the day of Commencement, students receive a diploma cover. Students can expect to receive their official diplomas directly from the printer 3-4 months after their degree completion date and at the address they provided on the Application for Degree.
- A change in diploma address must be submitted in person to the Office of the Registrar or in writing to commencement@lmu.edu.
- The diplomas of any students who have a Controller’s Hold will be held at the Office of the Registrar until the hold is cleared. These students may claim their diplomas 3-4 months after the degree conferral date by contacting Jonathan Fox at (310) 338-4464 or jonathan.fox@lmu.edu.

Transcripts
Transcripts reflect a student’s complete academic history at the University—including the degree(s) awarded, major(s), minor(s), and work in progress—as of the date of the transcript request. Partial transcripts are not issued. Requests must be made either online via PROWL (http://registrar.lmu.edu) or in writing. Students may request that transcripts be held for a degree to post prior to being issued. If a student has a Controller’s Hold, transcripts will not be issued until the hold is cleared.
At Loyola Marymount University, traditional commencement attire for Bachelor’s and Master’s degree candidates consists of a black gown and cap, gold tassel, and hood trimmed in velvet corresponding in color to the subject of the degree earned. For example, a student with a major of Business Administration wears a hood with drab velvet trim, whereas a student majoring in any of the various fields of Education wears a hood with light blue velvet trim. In contrast, Doctoral degree candidates wear a cardinal robe with gold trim and coordinating tam. Please refer to the following list to ensure that you obtain the correct hood to wear at Commencement.

<table>
<thead>
<tr>
<th>MAJOR</th>
<th>DEGREE</th>
<th>COLOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>BSA - Bachelor of Science in Accounting</td>
<td>Drab</td>
</tr>
<tr>
<td>Administration</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>African American Studies</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Animation</td>
<td>BA - Bachelor of Arts</td>
<td>Crimson</td>
</tr>
<tr>
<td>Applied Mathematics</td>
<td>BS - Bachelor of Science</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Art History</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Asian And Pacific Studies</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Athletic Training</td>
<td>BS - Bachelor of Science</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Bilingual Elementary Education</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Bilingual Secondary Education</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Biliteracy Leadership Intercultural Education</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Biochemistry</td>
<td>BS - Bachelor of Science</td>
<td>Gold</td>
</tr>
<tr>
<td>Bioethics</td>
<td>MA - Master of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Biology</td>
<td>BA - Bachelor of Arts</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Biology</td>
<td>BS - Bachelor of Science</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Business Administration</td>
<td>BBA - Bachelor of Business Administration</td>
<td>Drab</td>
</tr>
<tr>
<td>Business Administration</td>
<td>MBA - Master of Business Administration</td>
<td>Drab</td>
</tr>
<tr>
<td>Catholic Inclusive Education</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Catholic School Administration</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Charter School Administration</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Chemistry</td>
<td>BS - Bachelor of Science</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Chicana/o Studies</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>MAJOR</td>
<td>DEGREE</td>
<td>COLOR</td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>--------------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Child and Adolescent Literacy</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Civil Engineering</td>
<td>BSE - Bachelor of Science in Engineering</td>
<td>Orange</td>
</tr>
<tr>
<td>Civil Engineering</td>
<td>MSE - Master of Science in Engineering</td>
<td>Orange</td>
</tr>
<tr>
<td>Classical Civilization</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Classics</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Communication Studies</td>
<td>BA - Bachelor of Arts</td>
<td>Silver</td>
</tr>
<tr>
<td>Computer Science</td>
<td>BS - Bachelor of Science</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Computer Science</td>
<td>MS - Master of Science</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Dance</td>
<td>BA - Bachelor of Arts</td>
<td>Brown</td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Economics</td>
<td>BA - Bachelor of Arts</td>
<td>Copper</td>
</tr>
<tr>
<td>Economics</td>
<td>BS - Bachelor of Science</td>
<td>Copper</td>
</tr>
<tr>
<td>Educational Psychology</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Electrical Engineering</td>
<td>BSE - Bachelor of Science in Engineering</td>
<td>Orange</td>
</tr>
<tr>
<td>Electrical Engineering</td>
<td>MSE - Master of Science in Engineering</td>
<td>Orange</td>
</tr>
<tr>
<td>Elementary Education</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Engineering Physics</td>
<td>BS - Bachelor of Science</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>English</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>English</td>
<td>MA - Master of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Environmental Science</td>
<td>BS - Bachelor of Science</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Environmental Science</td>
<td>MS - Master of Science</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>European Studies</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Film Production</td>
<td>BA - Bachelor of Arts</td>
<td>Crimson</td>
</tr>
<tr>
<td>Film Production</td>
<td>MFA - Master of Fine Arts</td>
<td>Crimson</td>
</tr>
<tr>
<td>French</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>General Education</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Greek</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Guidance and Counseling</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>History</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Humanities</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Individualized Studies - Communication/Fine Arts</td>
<td>BA - Bachelor of Arts</td>
<td>Brown</td>
</tr>
<tr>
<td>MAJOR</td>
<td>DEGREE</td>
<td>COLOR</td>
</tr>
<tr>
<td>------------------------------------------</td>
<td>---------------------------------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>Individualized Studies - Film/ Television</td>
<td>BA - Bachelor of Arts</td>
<td>Crimson</td>
</tr>
<tr>
<td>Individualized Studies - Liberal Arts</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Individualized Studies - Engineering</td>
<td>BSE - Bachelor of Science in Engineering</td>
<td>Orange</td>
</tr>
<tr>
<td>Individualized Studies - Science</td>
<td>BS - Bachelor of Science</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Latin</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Leadership and Social Justice</td>
<td>Ed.D. - Doctor of Education</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Liberal Studies</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Literacy and Language Arts</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Literacy Education</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Marital and Family Therapy</td>
<td>MA - Master of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Mathematics</td>
<td>BA - Bachelor of Arts</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Mathematics</td>
<td>BS - Bachelor of Science</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Mathematics</td>
<td>MAT - Master of Arts in Teaching</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Mechanical Engineering</td>
<td>BSE - Bachelor of Science in Engineering</td>
<td>Orange</td>
</tr>
<tr>
<td>Mechanical Engineering</td>
<td>MSE - Master of Science in Engineering</td>
<td>Orange</td>
</tr>
<tr>
<td>Music</td>
<td>BA - Bachelor of Arts</td>
<td>Pink</td>
</tr>
<tr>
<td>Natural Science</td>
<td>BS - Bachelor of Science</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Pastoral Theology</td>
<td>MA - Master of Arts</td>
<td>Scarlet</td>
</tr>
<tr>
<td>Philosophy</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Philosophy</td>
<td>MA - Master of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Physics</td>
<td>BS - Bachelor of Science</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Political Science</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Production (Film and Television)</td>
<td>BA - Bachelor of Arts</td>
<td>Crimson</td>
</tr>
<tr>
<td>Production (Film and Television)</td>
<td>MFA - Master of Fine Arts</td>
<td>Crimson</td>
</tr>
<tr>
<td>Psychology</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Recording Arts</td>
<td>BA - Bachelor of Arts</td>
<td>Crimson</td>
</tr>
<tr>
<td>School Psychology</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Screenwriting</td>
<td>BA - Bachelor of Arts</td>
<td>Crimson</td>
</tr>
<tr>
<td>Screenwriting</td>
<td>MFA - Master of Fine Arts</td>
<td>Crimson</td>
</tr>
<tr>
<td>Secondary Education</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Sociology</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>MAJOR</td>
<td>DEGREE</td>
<td>COLOR</td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>-----------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>Spanish</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Special Education</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Student Devised Education</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Studio Arts</td>
<td>BA - Bachelor of Arts</td>
<td>Brown</td>
</tr>
<tr>
<td>Systems Engineering</td>
<td>MS - Master of Science</td>
<td>Bright Gold</td>
</tr>
<tr>
<td>Teaching English as a Second Language/Multicultural Education</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Television Production</td>
<td>BA - Bachelor of Arts</td>
<td>Crimson</td>
</tr>
<tr>
<td>Television Production</td>
<td>MFA - Master of Fine Arts</td>
<td>Crimson</td>
</tr>
<tr>
<td>Theatre Arts</td>
<td>BA - Bachelor of Arts</td>
<td>Brown</td>
</tr>
<tr>
<td>Theology</td>
<td>BA - Bachelor of Arts</td>
<td>Scarlet</td>
</tr>
<tr>
<td>Theology</td>
<td>MA - Master of Arts</td>
<td>Scarlet</td>
</tr>
<tr>
<td>Urban Education</td>
<td>MA - Master of Arts</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Urban Studies</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
<tr>
<td>Women’s Studies</td>
<td>BA - Bachelor of Arts</td>
<td>White</td>
</tr>
</tbody>
</table>
LOCAL AREA HOTELS AND RESTAURANTS

This list is offered as a courtesy and does not imply the University's recommendation. None of the businesses paid to be on it. Most hotels offer special LMU rates or LMU graduation rates. All rates are subject to change and availability. The full-service restaurants listed below may be appropriate for larger parties. Websites to consider when choosing a hotel or restaurant include:

- http://losangeles.citysearch.com/
- http://www.digitalcity.com/
- http://www.fodors.com/
- http://www.frommers.com
- http://www.10best.com/
- http://www.tripadvisor.com/Hotels-g32655-Los_Angeles_California-Hotels.html

HOTELS (WITHIN 5 MILES)

Courtyard by Marriott LAX - El Segundo
2000 E. Mariposa Ave.
El Segundo, CA 90245
(310) 322-0700
http://marriott.com/LAXCA

Courtyard by Marriott - Los Angeles Westside
6333 Bristol Parkway
Culver City, CA 90230
(310) 484-7000

Courtyard by Marriott - Marina del Rey
13480 Maxella Ave.
Marina del Rey, CA 90292
(310) 822-8555
http://marriott.com/LAXCM

Crowne Plaza - LAX
5985 W. Century Blvd.
Los Angeles, CA 90045
(310) 642-7500, (888) 315-3700
http://www.crowneplaza.com/lax-intlapt

Custom Hotel
8639 Lincoln Blvd.
Los Angeles, CA 90045
(310) 645-0400, (877) 287-8601
http://www.customhotel.com

Doubletree Hotel - LAX/El Segundo
1985 E. Grand Ave.
Los Angeles, CA 90245
(310) 322-0999, (800) 222-8733
http://www.doubletreelax.com

Embassy Suites - LAX North
9801 Airport Blvd.
Los Angeles, CA 90045
(310) 215-1000, (800) EMBASSY
http://www.embassysuites.com

Embassy Suites - LAX South
1440 E. Imperial Ave.
El Segundo, CA 90245
(310) 640-3600, (800) EMBASSY
http://www.laxsouth.embassysuites.com

Four Points Sheraton (LAX)
9750 Airport Blvd.
Los Angeles, CA 90045
(310) 645-4600, (800) 529-4683
http://www.starwood.com/fourpoints/index.html

Four Points By Sheraton (Westside)
5990 Green Valley Circle
Culver City, CA 90230
(310) 981-8003
http://www.starwoodhotels.com/fourpoints/index.html

Holiday Inn Los Angeles International Airport
9901 La Cienega Blvd.
Los Angeles, CA 90045
(310) 649-5151
http://www.hilax.com
LAX Plaza Hotel
6333 Bristol Parkway
Culver City, CA 90230
(310) 484-7000
http://www.laxplazahotel.com

Marina del Rey Marriott Hotel
4100 Admiralty Way
Marina del Rey, CA 90292
(310) 301-3000
http://marriott.com/LAXMB

Marina International Hotel
4200 Admiralty Way
Marina Del Rey, CA 90292
(310) 301-2000
http://www.marinaintlhotel.com/

Marriott Hotel - LAX
5855 W. Century Blvd.
Los Angeles, CA 90045
(310) 641-5700
http://www.marriotthotels.com

Radisson Hotel - LAX
6225 W. Century Blvd.
Los Angeles, CA 90045
(310) 670-9000, (800) 333-3333
http://www.radisson.com/losangelesca_airport

Radisson Hotel - Los Angeles Westside
6161 W. Centinela Ave.
Culver City, CA 90230
(310) 649-1776, (800) 333-3333
http://www.radissonhotel.com/hotels/culver

Renaissance Montura Hotel, Los Angeles
9620 Airport Blvd.
Los Angeles, CA 90045
(310) 337-2800, (800) HOTELS-1
http://www.renaissancehotels.com

Residence Inn - LAX / El Segundo
2135 E. El Segundo Blvd.
El Segundo, CA 90245
(310) 333-0888
http://marriott.com/LAXEL

Ritz Carlton Marina del Rey
4375 Admiralty WY.
Marina del Rey, CA 90292
(310) 823-1014, (800) 241-3333
http://www.ritzcarlton.com/MarinadelRey

Sheraton Gateway Hotel Los Angeles (LAX)
6101 West Century Boulevard
Los Angeles, CA 90045
(310) 642-1111
http://www.sheraton.com

HOTELS (FURTHER THAN 5 MILES)

Doubletree Hotel - Santa Monica Beach
1707 Fourth Street
Santa Monica, CA 90401-3310
(310) 899-1361, (310) 452-7399 Fax
http://doubletree1.hilton.com (enter Santa Monica, California, in the search fields)

Holiday Inn Santa Monica Beach “At the Pier”
120 Colorado Ave.
Santa Monica CA 90401
(310) 451-0676, (310) 393-7145 Fax

RESTAURANTS

Bistrotek
8639 Lincoln Blvd. (at Custom Hotel)
Los Angeles
(310) 258-5757
http://www.bistrotekla.com/

BJ’s Restaurant & Brewhouse
Westfield Culver City Mall
6000 Sepulveda Blvd.
Culver City
(310) 574-5170
http://www.bjsrestaurants.com/

Café del Rey
4451 Admiralty Way
Marina del Rey
(310) 823-6395
http://www.cafedelreymarina.com

California Pizza Kitchen
13345 Fiji Way
Marina del Rey
(310) 301-1563
http://www.cpk.com
<table>
<thead>
<tr>
<th>Restaurant</th>
<th>Address</th>
<th>Phone Number</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chart House</td>
<td>13950 Panay Way Marina del Rey</td>
<td>(310) 822-4144</td>
<td><a href="http://www.chart-house.com">http://www.chart-house.com</a></td>
</tr>
<tr>
<td>The Cheesecake Factory</td>
<td>4142 Via Marina Marina del Rey</td>
<td>(310) 306-3344</td>
<td><a href="http://www.thecheesecakefactory.com">http://www.thecheesecakefactory.com</a></td>
</tr>
<tr>
<td>China Grill Contemporary Bistro</td>
<td>3282 N. Sepulveda Blvd. Manhattan Beach</td>
<td>(310) 546-7284</td>
<td><a href="http://www.chinagrillbistro.com">http://www.chinagrillbistro.com</a></td>
</tr>
<tr>
<td>Cozymel’s Coastal Mexican Grill</td>
<td>2171 Rosecrans Ave. El Segundo</td>
<td>(310) 606-5505</td>
<td><a href="http://www.cozymels.com">http://www.cozymels.com</a></td>
</tr>
<tr>
<td>El Torito</td>
<td>13715 Fiji Way Marina del Rey</td>
<td>(310) 823-8941</td>
<td><a href="http://www.eltorito.com">http://www.eltorito.com</a></td>
</tr>
<tr>
<td>Houston’s</td>
<td>1550-A Rosecrans Ave. Manhattan Beach</td>
<td>(310) 643-7211</td>
<td><a href="http://www.houstons.com">http://www.houstons.com</a></td>
</tr>
<tr>
<td>Il Fornaio</td>
<td>1800 Rosecrans Ave. Manhattan Beach</td>
<td>(310) 725-9555</td>
<td><a href="http://www.ilfornaio.com">http://www.ilfornaio.com</a></td>
</tr>
<tr>
<td>Islands Fine Burgers &amp; Drinks</td>
<td>6081 Center Dr. Los Angeles</td>
<td>(310) 670-8580</td>
<td><a href="http://www.islandsrestaurants.com">http://www.islandsrestaurants.com</a></td>
</tr>
<tr>
<td>La Sirena Grill</td>
<td>Plaza El Segundo 710-D Allied Way El Segundo</td>
<td>(310) 640-6170</td>
<td><a href="http://www.lasirenagrill.com">http://www.lasirenagrill.com</a></td>
</tr>
<tr>
<td>Marmalade Cafe</td>
<td>2014 East Park Place El Segundo</td>
<td>(310) 648-7200</td>
<td><a href="http://www.marmaladecafe.com">http://www.marmaladecafe.com</a></td>
</tr>
<tr>
<td>McCormick &amp; Schmick’s Seafood Restaurant</td>
<td>2301 Rosecrans Ave., Ste. 1250 El Segundo</td>
<td>(310) 416-1123</td>
<td><a href="http://www.mccormickandschmicks.com">http://www.mccormickandschmicks.com</a></td>
</tr>
<tr>
<td>Paco’s Tacos Cantina</td>
<td>6212 W. Manchester Ave. Los Angeles</td>
<td>(310) 645-8692</td>
<td><a href="http://www.pacoscantina.com">http://www.pacoscantina.com</a></td>
</tr>
</tbody>
</table>
INDEX

Academic Attire ....................................... 23, 29
Academic Awards ....................................... 14
Address Changes (Diploma) ........................... 5
Announcements .......................................... 23
Application for Degree ................................ 4, 5, 11
Commencement Liturgy ................................ 24
Cancellation of Degree ............................... 6, 13, 21
Campus Map.............................................. 18
CAPP Reports ........................................... 12
Class Rings .............................................. 23
Clearing of Degree ...................................... 6
Commencement .......................................... 8, 17, 20
Common Terms.......................................... 8
Contact Information ................................... 2, 22
Controller’s Hold ........................................ 7, 28
Calendar, Spring 2010 .................................. 16
    Summer 2010 .......................................... 21
    Fall 2010 ............................................. 21
Degree Conferral ....................................... 27
Degree Requirements ................................. 9
Degrees & Academic Attire ........................... 29
Degree Verifications ................................... 28
Diplomas ................................................... 6, 7, 8, 28
    Duplicates ........................................... 7
Diploma Address/Name Changes ...................... 5
Directions to Campus .................................. 17
DVD .......................................................... 28
E-mail Addresses ....................................... 22
Etiquette .................................................. 20
Filing for Degree ....................................... 10
Flowers .................................................... 28
Frequently Asked Questions .......................... 4
Fees .......................................................... 5, 9, 10
Hotels ...................................................... 33
Line-up ..................................................... 26
Map, Campus ............................................. 18
Name Card ............................................... 23-24
Name Changes (Diploma) ............................. 5
Parking .................................................... 24-25
Participation in Commencement ....................... 5
Phone Numbers .......................................... 22
Photographs ............................................. 27
Procession ............................................... 26
Registrar, Office of the ............................. 2
Restaurants .............................................. 34
Seating, Degree Candidates ......................... 26-27
    Guests ............................................... 25-26
Senior Class Gift ...................................... 22, 24
Services .................................................... 28
Special Needs .......................................... 25, 26
Webcast ................................................... 28

Romano’s Macaroni Grill
2321 Rosecrans Ave.
El Segundo
(310) 643-0812
http://www.macaronigrill.com

Salt Creek Grille
Plaza El Segundo
760 South Sepulveda Blvd.
(Corner of Rosecrans & Sepulveda)
El Segundo
(310) 335-9288
http://www.saltcreekgrille.com

Shanghai Red’s
13813 Fiji Way
Marina del Rey
(310) 823-4522
http://www.shanghairedsrestaurant.com

Siam Restaurant
7241 W. Manchester Blvd.
Los Angeles
(310) 641-7600
http://www.thai-food.com/siam

Taiko
2041 Rosecrans Ave., Suite 190
El Segundo
(310) 647-3100

Tin Roof Bistro
3500 N. Sepulveda Blvd.
Manhattan Beach
(310) 546-6180
http://www.tinroofbistro.com

Tony P’s Dockside Grill
4445 Admiralty Way
Marina del Rey
(310) 823-4534
http://www.tonyps.com

Warehouse Restaurant
4499 Admiralty Way
Marina del Rey
(310) 823-5451
http://www.thewarehousemdr.com