

Graduate Checklist



Spring 2025

See you at Commencement on Wednesday, May 21 at The Lyric Baltimore!

The Graduate ceremony is at 10 a.m., and participating students must arrive by 8:30 a.m.

The Undergraduate ceremony is at 2 p.m., and participating students must arrive by 12:30 p.m.

Arrival is at the Lyric basement entrance on Maryland Ave.

UBalt Bee Card or other ID is needed for check-in

Apply To Speak at Commencement

Make your mark! Tell your story about what your UBalt education means to you. There will be a student speaker chosen for each ceremony. Apply by Mar. 14 at 12 p.m. (noon) on Bee Involved.

Commencement Programs

Your name will be listed in the program as it is in your MyUBalt Portal. If you would like to request updates to your name to be listed in the program, different than what is in your MyUBalt portal, you will need to email engagement@ubalt.edu with your request between Mar. 1-Apr. 1. Please use the subject line- Commencement Name Update. Any requests received after this date will not be updated in the program due to the printing timeline.

Honor Society and Military Recognition information will be received from those specific faculty or staff members who oversee these areas, so please ensure that you are checking your email and doing any follow up with those advisors as necessary. Latin Honors information is assigned using the student's record from the previous semester.

Purchase Your Regalia by Apr. 6 for Ship to Store and Apr. 23 for Ship To Home

Purchase regalia online by Apr. 6 for ship to store pick up on May 12 & 13 or by Apr. 23 for ship to home to ensure that you are receiving the correct regalia on time. If you want regalia PRIOR to the in store pick up dates in May, please select SHIP TO HOME. Regalia purchased ship to home will be mailed to you after purchase. All doctoral regalia must be purchased online. If you miss the deadline to order online, there will be a limited number of extras available for purchase at the Campus Bookstore: The Hive, 21 W. Mount Royal Ave., Baltimore, MD 21201 during distribution on May 12 & 13. They will be available on a first come first serve basis. We cannot hold product, and we will not be able to guarantee to have what you need. Cords and stoles for student or national organizations are handled by the individual honors organizations.

Commencement Tickets

Tickets will be made available to claim online via Tassel with a unique e-mail invitation between Mar. 11-May 11. There will be an initial allotment of tickets, and extra ticket disbursement is not guaranteed. Tickets are not guaranteed after the May 11 date. These decisions are based on current health and safety protocols, venue capacity, and number of participating guests. All guests entering the venue, including children, need to present a ticket. This includes children or infants of any age.

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Instructions for Families and Guests at Commencement

All guest information can be found online at <https://wwwd.ubalt.edu/student-life/campus-traditions/commencement/index.cfm> by selecting Instructions for Families and Guests in the Section Menu. If you are inviting an international guest, please check under Commencement Tickets on the website for the link for the courtesy Commencement Invitation letter.

If you want to request seating for Persons with Disabilities at Commencement, please submit a request form between Mar. 11 and Apr. 25 that can be found on the commencement website. If you do not submit a form by the posted deadline of Apr. 25, please instruct your guests needing accommodation to speak with the Commencement staff on site for any day of accommodation.

Alumni Reception

A celebration for students, guests, faculty and staff immediately following each ceremony in the Angelos Law Center. This is sponsored by The University of Baltimore Office of Alumni Relations.

Extra Program Request

Programs will be given to all graduates and guests at Commencement. However, if you are unable to attend Commencement or are requesting additional programs, please fill out this request form for programs to be mailed to you after the ceremony. <https://bit.ly/UBaltCommencementProgramRequest>

General Reminders

- Make sure your accounts are cleared – pay any outstanding bills through the Bursar- ubalt.edu/bursar.
- Return books to the library!
- If transcripts are required from other school at which you took a class, make sure they get to the Office of Records and Registration.
- Double check your address on the MyUBalt portal. Once final grades are posted, classes are reviewed, honors determined, accounts checked, etc., through the Office of Records and Registration, your degree will be ordered and sent directly to the local address as noted on MyUBalt. This process usually takes between six and eight weeks. Please contact the Office of Records and Registration with any questions at records@ubalt.edu.
- You have access to the MyUBalt Portal for two semesters after your last date of enrollment. Network services access (e-mail, labs, Office365, etc.) is also maintained for two semesters after your last date of enrollment. Visit the Student Accounts page- <https://bit.ly/UBaltStudentAccounts>, for more details.