ALBANY COLLEGE OF PHARMACY
AND HEALTH SCIENCES

What you should know about Commencement
F.A.Q - Frequently Asked Questions & Guide

Congratulations Graduates and Families! The **138th Commencement of Albany College of Pharmacy and Health Sciences** will take place on **Saturday, May 12, 2018** at **1:00 p.m.** at the **Saratoga Performing Arts Center** in **Saratoga Springs, New York**. This is the third year that both our New York and Vermont campuses will be celebrating graduation together. If you have any questions regarding Commencement, please contact Patty Tompkins, *Events Manager*, at 518.694.7123 or patricia.tompkins@acphs.edu.

Time and Date
Saturday, May 12, 2018 at 1:00 p.m.

Location
Saratoga Performing Arts Center (SPAC)
108 Avenue of the Pines
Saratoga Springs, NY 12866

Directions
Visit http://www.spac.org/venue/directions-parking for directions and venue parking information.

Graduate Commencement Status: If you have any questions about your academic status, please contact Jeff Dufour, *Registrar*, by email at registrar@acphs.edu.

When to Arrive at Commencement
Graduates are expected to arrive at SPAC by **11:30 a.m.**
Guests will also be able to enter SPAC at **11:30 a.m.**

Where to Report When Arriving to Venue
Administration, Faculty and Staff should report in full regalia to the **Small Rehearsal Room.**
Graduates should report in full regalia to the **Large Rehearsal Room.** Look for Commencement Staff to assist you.

Tickets and Seating *(Handicap Accessible)*
There are no tickets distributed. Seating is General Admission (first come first serve) and there is ample seating available for everyone. SPAC will be open at **11:30 a.m.**

Special Services and Accommodation for Physical Impairment
Saratoga Performing Arts Center facilities meet federal accessibility guidelines for individuals with disabilities. Please direct requests and questions about accommodations to Patty Tompkins, *Events Manager*, at 518.694.7123 or patricia.tompkins@acphs.edu.

**CART COURTESY is available for those who are mobility impaired and have requested special services.* If using the courtesy cart service, please arrive no later than 12:30 p.m. Due to the number of people requiring transportation, the only riders should be those who require the service. Carts do not go into the parking lots. Riders will be picked up at the edge of lots. If you have a guest that needs special accommodations due to mobility issues, please contact Patty Tompkins to make arrangements. Please know the gate through which you entered: Route 50 (main gate) or Patrons Lot/Hall of Springs. Please be patient. It takes time to transport all the guests.

Outdoor Venue
Please keep in mind that, while seats are under an amphitheater, this is an outdoor venue. Inclement weather should be considered.

Food Concessions
Concession stands will be open for purchase of snacks and drinks.

Length of Ceremony
Commencement will run approximately 2 ½ hours.

Attire
Graduates are expected to dress professionally and be in full regalia for Commencement.

How to order Regalia (Cap and Gown) and Announcements
An e-mail with detailed instructions will be sent to Graduates directly from the Bookstore. Order deadline is March 24, 2018.

Commencement Photographs
A professional photographer will be on hand during Commencement. Photos will be available for viewing following the ceremony at www.acphs.edu/commencement and for purchase at a later date.

Flower Sales
The fraternity Phi Delta Chi will sell flower bouquets of varying sizes for gift purchases. Proceeds from the flower sales will be donated to St. Jude's Children's Research Hospital (Phi Delta Chi's National Philanthropic Partner).

Post Commencement Reception
Following the commencement proceedings, a reception will take place on the grounds at SPAC. All graduates and guests are invited to attend.

Lodging in Saratoga
https://www.discoversaratoga.org/albany-college-of-pharmacy/.

Stay Connected! ACPHS is proud to welcome the Class of 2018 into the alumni community. If you have any questions regarding alumni activities, benefits, events, opportunities and ways to stay connected and support ACPHS, visit www.acphs.edu OR email alumni@acphs.edu.