

WOODBURY UNIVERSITY GRADUATION 2017

Frequently Asked Questions

Q When, where and what time is graduation?

A The ceremony for Graduate and Undergraduate students will take place on Saturday, May 6 in the Alumni Quad. The ceremony will begin promptly at 9:00am and will end at approximately 11:00am. Graduates should arrive on campus and check in no later than 7:45am. Once on campus, follow the signs and proceed to the designated check-in station.

Q How do I reserve seats for my family and guests?

A Seating will begin at 7:00am. Seats cannot be reserved for families and guests. In order to safely and successfully enjoy this momentous occasion, please do not hold more than ten (10) seats per family. Once the Alumni Quad is full, overflow seating will be available where guests can view the ceremony via live feed.

Q How do I reserve seats and/or parking for guests with special needs?

A Requests for disabled guest seating and parking are available online beginning Monday, March 20. Contact Michelle Resnick at 818.252.5345. Space is limited and available on a first-come, first-served basis. Requests should be submitted no later than Wednesday, May 1, 2017.

Q My guests are not familiar with the area, what are the directions to Woodbury?

A The ceremony will be held on campus in the Alumni Quad. The address is 7500 North Glenoaks Blvd. The University is located off the Interstate 5 freeway. The two exits that will lead you to campus are Buena Vista and Hollywood Way. Directions from your location are available from **Google Maps** and **MapQuest**. The 5 freeway may be under construction at the time of graduation and the exits may or may not be available, please plan accordingly.

Q Where do I park?

A On-campus parking will be available on a first-come, first-served basis. The only reserved parking on campus will be for our disabled guests. Please note that stretch limousines, RVs and other oversized vehicles will not be permitted on campus on Graduation Day. Parking is not permitted in the 7-Eleven, Hill Street Café, or any other unauthorized parking lots. Information regarding overflow parking sites will be posted on the University's website in April.



Q Will there be an opportunity to buy flowers?

A Yes, Graduation Day Flowers will be on site the day of graduation. You can save time by pre-ordering floral arrangements online at graduationday-flowers.com, and click on the pre-order button link.

Q Will the Bookstore be open?

A The Campus Bookstore will be open from 7:00am – 1:00pm during the graduation ceremony with t-shirts, hats, and other Woodbury related items for purchase. To contact them, call 818.252.5285.

Q Will there be a reception the morning of graduation?

A Woody's Café will serve a complimentary continental breakfast beginning at 7:00am while supply lasts. The Café will remain open during the ceremony for snacks and refreshments.

Q What about pictures?

A Guests are welcome to photograph and videotape the ceremony in the designated photo areas. Professional ceremony photos will be taken by Ultimate Exposures. Group photos will be available by request after the ceremony. Proofs of any photos will be sent directly to your home by the photographer. For more information, contact Ultimate Exposures by phone 818.781.9530 or visit their webpage ultimateexposures.com.

Q How do we order our caps/gowns and announcements?

A The cap and gown is a commemorative keepsake of the occasion and are yours to keep as a symbol of your academic achievement. Caps and gowns are ordered for you based on your eligibility to participate in the Graduation.

General Graduation Announcements will be available for purchase in the Bookstore the first week of April. The University will also provide you with five complementary general announcements. If you would like to order personalized announcements visit the Jostens website at jostens.com.

You will be able to pick-up your cap and gown during regular business hours beginning Monday, April 24 from 9:00am – 7:00pm and Friday May 5 at 9:00am – 4:00pm from the Campus Bookstore. *Per campus policy, only the student on record can pick up their cap and gown. Please bring photo identification.*

San Diego students will have their caps and gowns shipped to the San Diego campus prior to the ceremony.

Q What is Graduates' Dinner and Awards ceremony?

A On Friday, May 5 from 5:30 – 7:00pm, the University will host a dinner in honor of this year's graduating class. The students will be able to bring guests. The dinner will include an academic award ceremony to recognize the academic achievements of this year's class. More information will be sent out shortly and Invitations will be sent to the Graduates current address on record.



Q My family plans to come before graduation, are there any hotels close to Woodbury?

A Yes, there are hotels in the Burbank area. Woodbury University has negotiated special rates for graduates and their guests at the following hotels:

> Hampton Inn and Suites

Los Angeles/Burbank Airport
7501 N. Glenoaks Blvd
818.768-1106 | Fax 818.768.1126

For Reservations

burbankairportssutites.hamptoninn.com

> Courtyard by Marriott

Los Angeles/Burbank
2100 Empire Avenue, Burbank, CA 91504
818.843.5500 | Fax 818.843.2700

For Reservations

cwp.marriott.com/burcy/woodburygraduation

> Hilton Garden Inn

Burbank Downtown
401 South San Fernando
Burbank, CA 91502
818.509.7964 | Fax 818.509.7965

For Reservations

Woodbury University 2017 Graduation Group Rate

You can also call the Hotel directly at 818.509.7964 and book your Reservation. Please refer to the "Woodbury University 2017 Graduation Group". **Group Code: WOODBU**

Q I still have questions, is there someone I can talk to?

A If you would like to speak with someone during business hours, please call 818.252.5232 and a staff member from Student Affairs will be able to assist you with your questions and concerns. Student Affairs is open Monday through Friday 8:00 am – 5:00 pm.

