



GUIDE FOR GRADUATES

COMMENCEMENT: Wed., June 4, 2008 - Promptly at 5:00 p.m. - Football Field
9000 Overland Avenue | Culver City, California 90230 | (310) 287-4200

Congratulations, West Los Angeles College Graduates!

This guide has been created to assist you in planning for your graduation.



REHEARSAL

There will be two graduation rehearsals in the PE building:

Monday, June 2 4:00 pm -OR- Tuesday, June 3 10:00 am

Attendance is highly recommended.

CAPS & GOWNS

You may purchase their Cap and Gown from the WLAC Bookstore beginning Monday, May 5, 2008 at a cost of \$23.95. Place gowns on a hanger as soon as possible to eliminate wrinkles. During the procession, the tassel is worn on the RIGHT side of the cap. After your degree is conferred, the tassel is changed to the LEFT.

ANNOUNCEMENTS/INVITATIONS

Personalized announcements of your graduation are \$1.95 each; \$14.95 for 10 or \$29.95 for 25, plus tax in the Bookstore. Place orders beginning May 2008.

Bookstore Hours:

Mon-Thur: 7:45 a.m. - 7:30 p.m.

Fri: 8:00 a.m. - 3:00 p.m.

Sat: 8:00 a.m. - 12:00 p.m.

Telephone: (310) 287-4560

HONOR CORDS

Honor students must pick up their honor cords at the College Bookstore if you have a cumulative G.P.A. listed below. If you have not received confirmation of your honor status you may contact the Evaluation Office at 310-287-4330 or 4372 prior to **May 21, 2008.**

Summa Cum Laude - 3.70-4.00 GPA, Gold cord

Magna Cum Laude - 3.50-3.69 GPA, Blue & Gold cord

Cum Laude - 3.00-3.49 GPA, Blue cord

Admissions and Records Office Hours:

Monday – Thursday 9:00 a.m. – 7:00 p.m.

Friday 9:00 a.m. – 2:00 p.m.

CONFIRM YOUR PARTICIPATION

You must complete the Graduation 2008 Confirmation of Attendance form and return it to the ASO Office (Building A-5) or the Bookstore (Building A-8) no later than **Wednesday, May 21, 2008.**

ASO Office Hours:

Monday – Thursday 8:30 a.m. – 5:00 p.m.

Friday 9:00 a.m. – 1:00 p.m.

STUDENTS WITH SPECIAL NEEDS

An interpreter for the deaf will be assisting with the graduation ceremony. If you require disabled services, please inform the Disabled Student Services Director at (310) 287-4450 prior to **Wednesday, May 21, 2008.**

CAPTURE MEMORIES ON GRAD DAY

At 2:00 pm on graduation day, there will be an area near the PE Building set up for you to take photographs.

ASSEMBLY FOR GRADUATION

Wear dark clothing and dark shoes under your graduation gown. The white collar is not required. You may wear sunglasses. Due to the artificial turf of the field, high heels are not recommended. Leave your purse and other personal belongings with friends or relatives, as they cannot be carried in the procession or left in the assembly room. The college is not responsible for lost or damaged items left in assembly room.

Graduates will assemble in the north P.E. Building (Gym). The assembly room will be open at 2:30 pm. Refreshments will be provided on a first come, first served basis.

The processional will leave the P.E. Building and proceed to the Football Field at 4:45 p.m. Graduation is approximately 2 hours and you are required to stay for the entire ceremony.

■ **PHOTOGRAPHER**

The official photographer for the ceremony is Bob Knight Photographers. They will photograph you as you walk across the stage. No other professional photographers are authorized to take pictures of graduates. Please exercise caution as students have lost money to individuals posing as a photographer during graduation.

FYI - Publication Photos Will Be Taken

Please be aware that photos which may be used in West Los Angeles College publications, advertising or on the web site will be taken during the graduation ceremony. No additional permission will be sought by WLAC to use images taken at this public event of either the graduates or their guests. Any graduate or guest pictured in a photo used by WLAC will not receive monetary or other compensation.

■ **DIPLOMAS**

Diplomas for spring graduates will be available approximately the 2nd week of November for pick up in Admissions and Records. You will be notified by mail.

■ **DIRECTIONS TO CAMPUS**

Take the San Diego Freeway (405) south to the Jefferson off-ramp. Go left on Jefferson across Slauson and Sepulveda where Jefferson becomes Playa, this becomes Overland. Continue to Freshman Drive and turn right.

Northbound, take the Jefferson off-ramp, turn right on Jefferson and continue across Slauson and Sepulveda where Jefferson becomes Playa (Overland). Continue to Freshman Drive and turn right onto the campus.

■ **PARKING**

There will be open parking in Lot 5 and Lot 7
Arrive early for best parking. A shuttle will be provided to and from lot 7 for your convenience. Students will be ticketed on Faculty/Staff parking lots.

