

COMMENCEMENT

2025

# Grad *Guide*

*Your Guidebook For All Things Commencement*





# CONGRATULATIONS! COMMENCEMENT 2025

Thursday, May 22, 2025  
Processional 9:45 a.m. | Ceremony 10:00 a.m.

Hartford HealthCare Amphitheater  
500 Broad Street, Bridgeport, CT 06604

*This guidebook has all the important information regarding Commencement 2025. Read it thoroughly and check back for updates. Updates will be made to this Grad Guide, posted on the Commencement website, and/or sent to your college email.*

## How to Apply for Graduation

All students who are ready to graduate must apply for graduation. Please log in to **myCTState** and then go to student self-service and apply for graduation. The application deadline for May 2025 conferrals is April 15, 2025.

## RSVP to Attend Commencement

Please go [ctstate.edu/commencement/#housatonic](https://ctstate.edu/commencement/#housatonic) and scroll down to fill out the RSVP form. This RSVP form will let us know if you are planning on attending.

## Caps and Gowns

Students who will be graduating can pick up a cap and gown beginning Monday, May 12, 2025 at GRADfest in the Beacon Hall Event Center from 10:00 a.m. to 2:00 p.m., and at the book store through May 21 during normal bookstore hours. A valid photo ID must be shown at pickup. There is no charge for caps and gowns.

## Tickets

Tickets are needed to enter the amphitheater. Tickets will be handed out with your cap and gown graduation packet at GRADfest. Tickets are limited to six per student. Tickets are for graduates, family members and guests. There is no cost for tickets.

**Graduates must arrive by 8:30 a.m.** and all guests should come to the amphitheater by 9:00 a.m. and be prepared to go through the lines and the amphitheater's security procedures, including metal detectors or subject to a physical pat down. Large bags, backpacks, celebratory items such as balloons and other items, etc. are not allowed in the amphitheater. If you bring items that are not allowed, you will be asked to bring them back to your car or throw them away.

## Special Accommodations for Graduates

If you are a graduate with a disability who needs special accommodations, please contact Marilyn Wehr, Coordinator of Accessibility Services, no later than May 9, 2025. Email [Marilyn.Wehr@ctstate.edu](mailto:Marilyn.Wehr@ctstate.edu) or call 203-332-5018. Please remember to include your contact information: name, Banner ID and phone number.

## Special Accommodations for Guests

If you have a guest who requires accessible seating at the ceremony, your guest will be assisted upon arrival at the amphitheater.



## Graduation Gala Dance the Night Away!

**Saturday, May 10, 2025  
6:00 p.m.-10:00 p.m.**

Dance the night away at the Graduation Gala hosted by CT State Housatonic and CT State Gateway.

**Place:** Anthony's Ocean View

**Address:** 450 Lighthouse Road,  
New Haven, CT.

Ticket sales will begin in April. Tickets will be available for purchase (cash-only) in the Student Activities office in Beacon Hall, room 317. Tickets will not be available to purchase at the door.

### **Ticket Pricing:**

Graduates - Free

Students - \$20

Faculty/Staff/Alumni - \$40

## GRADFest Celebration

**Monday, May 12, 2025**

**10:00 a.m.-2:00 p.m., Beacon Hall Event Center**

You will find everything you need to participate in Commencement and make your graduation a truly momentous occasion. You will be able to pick up your cap and gown graduation packet, which includes your name card and tickets; decorate your cap, take a pre-grad photo, eat a cupcake, enjoy the festivities, join the Alumni Association and connect with other graduates to celebrate your achievement.

Please bring your name cards and tickets with you when you go to the amphitheater. The name card is for the reader to announce your name and then the card goes to the photographers. Please be sure to register with the photographer using the scan code on the card.

If you cannot attend GRADFest, you can pick up your cap and gown graduation packet from Follett Bookstore by May 21, 2025, during regular bookstore business hours.

Remember to take your gown out of the plastic bag and hang it up to take out the creases and wrinkles.

**Look for updated details on the monitors,  
and in your college email and updated  
Grad Guide.**

## Award Convocation 2025

**Wednesday, May 21, 2025, at 6:00 p.m. (Invite Only)**

The annual Award Convocation celebrates the accomplishments of students with outstanding academic excellence recognized by CT State Housatonic professors.

Invitations will be extended to students who have been recognized for an award and the specific award will be disclosed to the recipients during the Award Convocation.

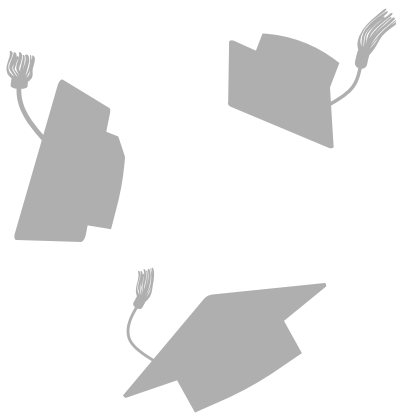
Please be on the lookout at the beginning of May for an email sent to your college email address that will include an invitation and details about the night for awardees.

## CT State Photography and Video Policy

CT State's Strategic Marketing and Communications department, and other areas of the college, often takes or commissions photos and videos of students, faculty, staff, visitors, and event attendees. These images are taken in public spaces, on campuses, in classrooms, labs and other spaces. CT State reserves the right to use these photographs and/or videos as part of its publicity and marketing efforts. Students who enroll in CT State courses and community members attending CT state events at any of its locations do so with the understanding that these images might include them and might be used in college publications, both printed and electronic; social media; print and digital advertising; direct mail; electronic media and other forms of promotion.

## Commencement Ceremony

All graduates and guests who have chosen to be at and participate in the Commencement ceremony **MUST** stay for the entire ceremony. All guests can meet the graduates after the procession.



## Directions to the Amphitheater

The amphitheater is accessible from Interstate 95 (I-95), Route 8 (Rt. 8), the Merritt Parkway (Rt. 15) and local roads. Due to heavy traffic, please allow extra time to arrive at the amphitheater. If you are using a map app, use 500 Broad Street, Bridgeport. If you need detailed directions, please see the amphitheater's website.

[hartfordhealthcareamp.com](http://hartfordhealthcareamp.com)

**Please note:** There will be heavy traffic in the area due to another campus graduation ceremony at the Total Mortgage Arena, which is located next to the amphitheater, being held on the same day and time. Graduates must arrive by 8:30 a.m.

## Parking

Parking is available across the street from the amphitheater. Parking is also available in CT State Housatonic's parking garage. It is a short walk from the campus to the amphitheater.

## Disabled Parking Placard

Limited accessible parking is available at the amphitheater. Show the parking staff your Disability Parking Placard and they will direct you to the parking area. These spaces are available on a limited basis and are on a first-come, first-served basis. Once the spaces are full, the amphitheater staff will direct you to other parking lots.

## Arrival and Procession

**Graduates must arrive by 8:30 a.m.**

Please allow extra time to get through the amphitheater security procedures, then proceed to the student check-in table in the tunnel for instructions and lineup.

All guests must arrive by 9:00 a.m. to be seated before the Processional begins at 9:45 a.m. Please allow extra time to get through the amphitheater's security procedures.

## Honor Cords

Honor cords will be distributed at the student check-in table at the amphitheater before the ceremony to students with a GPA of 3.4 or higher. If you have Phi Theta Kappa or business honor sashes or cords, please bring them with you.

## Professional Photography of Your Special Day

A professional photographer will be available to take your photograph on the stage after receiving your diploma cover. Additional photographs will be taken when you exit the stage. You can order pictures from the photography company, register using the scan code on the name card.

## Photography Taken by Family Members and Guests of Graduates

Guests are not permitted in the aisles to take photographs during the Commencement ceremony. This activity is prohibited by the Fire Marshall and such activity can be distracting and may create safety concerns. The amphitheater's policy allows camera phones, disposable cameras and small digital cameras. The amphitheater does not allow any professional cameras that have a detachable lens or a lens that zooms out of the camera more than one inch.

## Streaming

The ceremony will be streamed on YouTube live. [youtube.com/@ctstatehousatonic/playlists](https://youtube.com/@ctstatehousatonic/playlists)

## Diploma Covers and Diploma Pick Up

All graduates will only be given a diploma cover on stage at the Commencement ceremony.

**The actual diplomas will be ready for pick up in August.**

Check your college email for information regarding where, when and the time diplomas will be available for pick up. Please continue to check your college email for important updates.

## Additional Information and Policies

[hartfordhealthcareamp.com/venue-faq-policies/](http://hartfordhealthcareamp.com/venue-faq-policies/)

**Please note:** If you bring items that are not allowed, you will be asked to bring them back to your car or throw them away.



# Congratulations on reaching this very significant milestone in your life!

We look forward to a joyful and dignified ceremony that will honor your personal achievement.

**Please note:** There will be heavy traffic in the area due to another college's graduation ceremony at the Total Mortgage Arena, which is located next to the amphitheater, on the same day and at the same time.

- Graduates must arrive at 8:30 a.m.
- Guests must arrive at 9:00 a.m.
- Guests mean any persons, students, family members, and/or other guests that are attending or participating in Commencement at the amphitheater.

**Amphitheater Address:** 500 Broad Street, Bridgeport, CT 06604.





[ctstate.edu/commencement/#housatonic](https://ctstate.edu/commencement/#housatonic)

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