Dear Family of January 2016 Degree Candidate,

Congratulations on your student’s expected completion of a degree from Cornell University! We are pleased to invite you to a special event honoring your student’s achievement.

**UNIVERSITY RECOGNITION EVENT** – Saturday, December 19, 10:00am–Noon, Barton Hall

*Recognition Ceremony and Reception to Honor all January 2016 Degree Candidates*

10:00–11:15am ceremony, followed by coffee reception 11:15am–Noon. Barton Hall doors open at 9:00am. No tickets required, no limit to number of guests.

Webcast will be viewable at [www.cornell.edu/video](http://www.cornell.edu/video) beginning 10:00am.

RSVP: Students must RSVP by 12/17 at [www.commencement.cornell.edu/december](http://www.commencement.cornell.edu/december) if planning to attend.

CAP & GOWN: Students must order online by 11/15 at [www.commencement.cornell.edu/december](http://www.commencement.cornell.edu/december).

Guests may begin arriving at Barton Hall at 9:00am. Graduates must arrive between 9:00–9:30am to register and assemble for the procession, wearing their cap & gown. During the event, each college dean will congratulate their students as they cross the stage and their name is read aloud. Our office will send an email to your student with instructions to RSVP and order their cap & gown. Students must return their cap & gown in Barton Hall by noon. Diplomas will be mailed in late February. Please review the enclosed materials and visit the Commencement website at [www.commencement.cornell.edu](http://www.commencement.cornell.edu) for information about parking, seating, accessibility, and more.

**COLLEGE EVENTS**: The following colleges are hosting additional events and ask their students to RSVP accordingly.

**College of Human Ecology (CHE)** – Friday, December 18, 3:00–4:30pm

*Reception to Honor CHE January Graduates.* Human Ecology Building, Human Ecology Commons

CHE students: RSVP by 12/14 with number of guests attending (no limit) to hereg@cornell.edu or 607-255-2235

**School of Industrial and Labor Relations (ILR)** – Friday, December 18, 3:30–4:30pm

*Informal Reception for ILR Graduates and Families.* Ives Hall, Room 281, Doherty Lounge

ILR students: RSVP by 12/14 to ilr_oss@cornell.edu or 607-255-2223

**College of Agriculture and Life Sciences (CALS)** – Saturday, December 19, 7:30–9:00am

*Continental Breakfast for CALS Graduates and Families.* Statler Hotel, Terrace Restaurant

CALS students: RSVP by noon 12/11 to [http://cals.cornell.edu/academics/registrar/commencement/january-rsvp/](http://cals.cornell.edu/academics/registrar/commencement/january-rsvp/)

**School of Hotel Administration (SHA)** – Saturday, December 19, 8:00–9:00am

*Celebratory Breakfast with SHA Deans, Graduates and Families.* Statler Hotel, Ballroom, 2nd Floor

SHA students: RSVP by noon 12/11 to [http://www.hotelschool.cornell.edu/students/rsvp.html](http://www.hotelschool.cornell.edu/students/rsvp.html)

You and your graduate are also invited to attend the spring University Commencement Ceremony on Sunday, May 29, 2016. Information detailing events for commencement weekend will be mailed to you in late January 2016. Please feel free to contact the Office of Commencement Events at 607-255-9541 or commencement@cornell.edu with any questions about the December or May ceremonies.

We look forward to seeing you on December 19th.

Sincerely,

Connie Mabry
Director of University Commencement Events

Enclosures
December Recognition Event
for January 2016 Graduates
Saturday, December 19, 2015
www.commencement.cornell.edu

Student Checklist

☐ Oct 10 - Nov 15
CAP & GOWN
order online by 11/15

☐ Oct 10 - Dec 17
RSVP for Recognition Event by 12/17

☐ Oct 10 - Dec 11
RSVP accordingly for additional college events:
Ag & Life Sciences (CALS)
Hotel School (SHA)
Human Ecology
ILR School

☐ Dec 17-18
Pick up cap & gown
10am-5pm
Day Hall, Room 163

Dec 19
Recognition Event
Arrive 9am at Barton Hall to register, receive instructions & assemble for the procession. Wear cap & gown.

Family Information

Visit the Commencement website at www.commencement.cornell.edu for detailed event information, including:

• DOORS OPEN at 9am; event ends at noon.

• LODGING: On-campus accommodations available at Statler Hotel, 800-541-2501 or statler_reserve@cornell.edu. Other area hotels are listed at www.visitithaca.com.

• PARKING available in Hoy Garage and other areas near Barton Hall. map

• ACCESSIBILITY: Guests with limited mobility may be dropped off at Garden Avenue entrance to Barton Hall before parking. Seating not reserved in advance, so plan 9am arrival for family to secure floor seating together.

• NO TICKETS, no guest limit.

• Announcements & class rings at www.balfour.com/cornell or at The Cornell Store. flyer

• Diplomas mailed in late February. The Cornell Store offers quality diploma frames online & in-store.

• January graduates invited to walk in spring Commencement.

Barton Hall
December 19, 2015

9:00am - 9:30am
Families arrive at Barton Hall

9:00am - 9:30am
Students arrive at Barton Hall to register, receive instructions, and assemble for the procession

10:00am - 11:15am
Recognition Ceremony begins promptly at 10:00am with a formal procession

11:15am - Noon
Reception informal reception with coffee and light refreshments

Students must return caps & gowns in Barton Hall by noon Saturday

Office of Commencement Events
607-255-9541
commencement@cornell.edu

More information online at www.commencement.cornell.edu

Accommodations
Announcements & Rings
Diplomas & Frames
Event Details
Mobility Impaired
Parking & Seating
2016 Commencement
A. **Personalized Graduation Announcement**
   
   Our announcement is designed to tell your friends and family about your upcoming graduation ceremony. Your custom announcement is personalized with your name, degree, major, ceremony information, and is engraved with the University seal on the outside. Inner and outer envelopes are included with each announcement.

B. **Announcement Cover**
   
   The black cover keeps one of your announcements protected for a keepsake of your graduation day.

C. **Return Address Labels**
   
   These labels have your name, address, city, state and zip along with the University seal in the upper left corner.

D. **Envelope Seals**
   
   Put the final touch on the announcement inner envelope with an elegant seal.

E. **Thank You Notes**
   
   A traditional way to say “thank you” to those who helped make your graduation a special event.

F. **Certificate of Appreciation & Cover**
   
   Honor your loved ones for their support with a special certificate. Printed on quality paper with a gold engraved seal. This set includes a vinyl cover making it a perfect way to show your appreciation.

See order instructions on opposite side.
Dear Family and Graduating Student:

Cornell University congratulates you and your student on your upcoming graduation! The Recognition Event for January 2016 Graduates will be held on December 19, 2015. Order your Graduation Announcements and a Class Ring from Balfour, Cornell’s preferred vendor.

Announcements: The personalized announcement is a symbol of your academic achievements and announces your accomplishment to family and friends. When ordering you will need to know the student’s full name, degree, and major.

Class Rings: Your class ring serves as an important symbol of your accomplishments while at Cornell University. Each design has detailed engraving and craftsmanship that makes your class ring something you can wear with pride.

Order both announcements and rings online: www.balfour.com/cornell or by phone: 800-433-0296. Order in person at The Cornell Store any time.

Save 20% on Premium Package A
- 50 Announcements
- 50 Thank You Notes
- 50 Inner Envelope Seals
- 50 Return Address Labels
- 1 Announcement Cover
- 50 Inner/Outer Envelopes
$164.99 (reg. $206.88) if purchased separately

Save 18% on Classic Package B
- 35 Announcements
- 35 Thank You Notes
- 35 Inner Envelope Seals
- 50 Return Address Labels
- 1 Announcement Cover
- 35 Inner/Outer Envelopes
$124.99 (reg. $153.53) if purchased separately

Save 15% on Essential Package C
- 25 Announcements
- 25 Thank You Notes
- 25 Inner Envelope Seals
- 50 Return Address Labels
- 1 Announcement Cover
- 25 Inner/Outer Envelopes
$99.99 (reg. $117.95) if purchased separately

Individual Items to Order:

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personalized Announcements with Envelopes</td>
<td>25</td>
<td>$59.99</td>
</tr>
<tr>
<td>Additional packs of 5 (after first package of 25)</td>
<td>5</td>
<td>$12.99</td>
</tr>
<tr>
<td>Thank You Notes with Envelopes</td>
<td>25</td>
<td>$11.99</td>
</tr>
<tr>
<td>Return Address Labels</td>
<td>50</td>
<td>$18.99</td>
</tr>
<tr>
<td>Inner Envelope Seals</td>
<td>25</td>
<td>$11.99</td>
</tr>
<tr>
<td>Announcement Cover</td>
<td>1</td>
<td>$14.99</td>
</tr>
<tr>
<td>Certificate of Appreciation with Cover</td>
<td>1</td>
<td>$21.99</td>
</tr>
</tbody>
</table>

** The prices on this page do not include sales tax or $10.95 shipping & handling and are subject to change without notice.

We accept VISA, MasterCard, Discover, American Express, cash, or personal check.

Make checks payable to:

Balfour
P.O. Box 781
Manhattan, KS 66505-0781

Announcement Text

The Faculty, The Board of Trustees, and President Elizabeth Garrett announce that
(Graduate’s Name) is a candidate for the degree of
(Graduate’s Degree) in
(Graduate’s Major) at the
Cornell University Recognition Ceremony
Saturday, the Nineteenth of December
Two Thousand Fifteen
Ten o’clock in the morning
Barton Hall
Ithaca, New York
Important Commencement Information
Forwarding Service Requested

To the family of:
(name of student)
(home/permanent address student provided in StudentCenter)