



Spring Afternoon Graduation Ceremony Information

Saturday, May 3, 2025, at 2 p.m.

Soldiers & Sailors Memorial Hall & Museum

4141 Fifth Avenue, Pittsburgh, PA 15213

(Doors open at 1 p.m. Students must be lined up by 1:45 p.m.)

The ceremony will last approximately two hours.

Tickets are not required for admission (a maximum of five (5) guests per graduate is permitted).

Regalia is required to participate. See information on page 2 for ordering and receiving your regalia.

Before Saturday, April 19, 2025, record your name for the name announcer in Namecoach. Read more below.

The afternoon ceremony will include students from the following SHRS undergraduate and graduate programs, including PhD students, in these departments: **Communication Science and Disorders, Health Informatics/Information Management, and Sports Medicine and Nutrition.**

The link to the **livestream** will be shared on our [SHRS Facebook page](#). We will announce the names of students whether they are present or not.

To officially submit your **RSVP to attend or NOT to attend the ceremony**, **click on the link in your email invitation by Friday, March 21.**

If you RSVP to attend, your name will be added to the student lineup procession and a seat will be reserved for you.

VERY IMPORTANT: If you can no longer attend the ceremony after you have RSVPed, inform Kellie Beach ASAP at kbeach@pitt.edu so that the lineup and seating can be adjusted.

Maximum Number of Guests Per Student

Each participating student may bring a MAXIMUM of five (5) guests. We do not require tickets.

- In your RSVP, please indicate the number of guests you plan on having in attendance. Do not include students or children under the age of 2 in this count.
- Graduating students should not be included in the five-maximum limit; this is for guests only.
- Seating is on a first-come, first-served basis.
 - Seating and parking accessibility information is listed below under [Soldiers & Sailors Memorial Hall](#).
 - **Please note any accessible seating needs in your RSVP.**
- Standing in the aisles is not permitted due to the building fire codes.
- Guests are NOT permitted to bring balloons into the auditorium due to the high ceilings.

International Student Information: Please review the [OIS Fact Sheet about inviting friends/relatives to the U.S.:](#)

If you have any additional questions, you can reach out directly to OIS by email OIS@pitt.edu or phone +1-412-624-7120.

Regalia Set (Gown, Hood, Cap and Tassel)

All participating students are required to purchase and wear regalia for the SHRS ceremony (Saturday, May 3) and the University's Undergraduate Commencement ceremony (Sunday, May 4). You can order your regalia from the University Store before or during Graduation Central.

Graduation Central will kick off on Tuesday, April 8 and run through Thursday, May 1. More information can be found [here](#).

- You will be able to **pre-order your regalia starting on Saturday, March 1**. If you want to be able to pick up your regalia at Graduation Central, you will need to place your pre-order by Friday, April 4.
- You can also purchase your regalia at Graduation Central.

Click on this link to view information about Ordering Regalia and related information. If you have any questions regarding regalia, please visit or contact the [University Store](#).

Recording Your Spoken Name: Due Before Saturday, April 19, 2025

To ensure all graduates' names are correctly pronounced as you cross the stage, students will be asked to record their spoken name on the Namecoach website using this designated link: <https://www.name-coach.com/record/937176>

The designated Namecoach link will also be in the students' RSVP confirmation email.

Tips for using the Namecoach website:

1. If you have previously recorded your name on the Namecoach website for any other purpose, click on the **"Already registered on our site?"** link located at the **bottom on the webpage** and **Log In**.
 1. Use the Forgot Password option, if needed.
 2. **Your past recording of your name will automatically be saved.** You will see a green banner confirming, **"The name was successfully recorded"**. No additional recording will be needed!
 2. If you are new to Namecoach, complete the required fields (name, email, phonetics) and we suggest choosing the **phone** option to record your name. Once recorded, click **Submit and Finish**.
- If you have any questions concerning Namecoach, contact Lori Kieffer at LAK103@pitt.edu.

Soldiers & Sailors Memorial Hall

Soldiers & Sailors Memorial Hall and Museum is a National Register of Historic Places landmark in Pittsburgh. It is the largest memorial in the United States dedicated to honoring all branches of military veterans and service personnel.

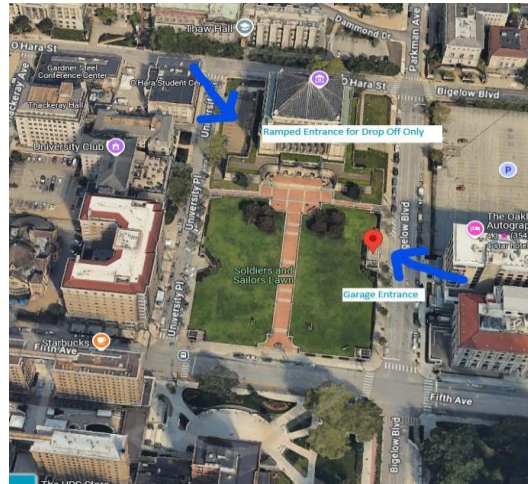
Please visit their website for more information: <http://soldiersandsailorshall.org/>.

Parking and Guest Accessibility

Paid parking is available on the street or in the [parking garage](#) located under Soldiers & Sailors Hall on Bigelow Boulevard.

- There is no physical connection or elevator from or between the garage and the hall.
- You must walk outside the garage to enter the hall.

- Guests using a wheelchair or who prefer limited walking may park on the top (first floor) of the garage. Please specify this to the attendant when entering.
- Guests who prefer a ramped entrance may also be **dropped off** at the Soldiers & Sailors outdoor parking lot located at the corner of O'Hara Street and University Drive. There is a wheelchair ramp in the lot that enters directly into the building. This lot is for drop off only. NO parking is permitted in this outdoor Soldiers & Sailors parking lot.



For other parking garages, [click here to view the Visitor Parking Brochure from the University of Pittsburgh.](#)

Accessibility Inside the Auditorium

Inside the auditorium, behind the back row, there is a designated area for those using personal wheelchairs. The last row of seats (just in front of this space) is reserved for the family of our guests using wheelchairs. **Please note in your RSVP if your guests will be using this space.**

Accessible restrooms are located on the third level, accessible via two elevators.

Photographer

GRADIMAGES will be taking individual photos of all students as they cross the stage. Once the proofs are available online to purchase, students will receive an email from GRADIMAGES that will be sent to their Pitt email address. Graduates will be able to look at their photos, the packages offered and pricing. More information will be provided in the email that you receive after the ceremony.

Flowers

The Commencement Flower Company will be at Soldiers & Sailors selling flowers in the lobby on the day of the ceremony. Flowers may also be pre-ordered through this link: <https://www.thecommentgroup.com/pitthealth/>

Information can also be found on the [SHRS Commencement website.](#)

If you have any questions, please email:

- Kellie Beach, Director of Student Services, Registrar, kbeach@pitt.edu
- Lori Kieffer, Assistant Registrar, LAK103@pitt.edu

We look forward to celebrating this milestone with you!