



*Adelphi University*      *Founded 1896*

*Garden City, Long Island, New York 11530*

(516) 877-3838

THE PRESIDENT

Spring 2009

Dear Doctoral Candidate:

On behalf of Adelphi University, I would like to congratulate you on your remarkable achievement. Earning a doctorate represents a major commitment to learning and understanding.

On Wednesday, May 20, 2009, we will celebrate this achievement at our Doctoral Hooding ceremony. The ceremony will be held in the new Performing Arts Center in the Concert Hall at 4:30 pm, with a reception immediately following.

This ceremony marks an important day for the candidates and faculty. This is truly a joyous, yet serious, occasion. In order to make it a memorable day for you, your family and your fellow graduates, I would ask that you please turn off your cell phone and other electronic devices during the ceremony.

Again, congratulations on the culmination of your hard work. I look forward to seeing you on this momentous occasion.

Sincerely,

A handwritten signature in black ink, appearing to read 'Robert A. Scott', with a stylized flourish at the end.

Robert A. Scott  
President

ADELPHI UNIVERSITY  
DOCTORAL HOODING CEREMONY  
WEDNESDAY, MAY 20, 2009 – 4:30 PM  
GARDEN CITY CAMPUS  
PERFORMING ARTS CENTER – CONCERT HALL

Adelphi University encourages all candidates who have completed requirements for a doctoral degree to attend the Doctoral Hooding Ceremony. Please complete the enclosed registration form and return using the enclosed postage paid envelope **no later than April 10, 2009**.

**Schedule**

- |         |   |
|---------|---|
| 3:30 pm | Doctoral candidates report promptly to the Black Box Theatre in the Performing Arts Center with academic attire – robe, tam, tassel and hood. |
| 4:30 pm | Academic Procession and Ceremony – Concert Hall   |
| 5:30 pm | Reception – Concert Hall lobby  |

**Black Box Theatre**

Doctoral candidates will gather in the Black Box Theatre, don robes, receive instructions for the ceremony, and line up for the processional. A staff member will monitor the entrance to the room so that your belongings can be kept there during the ceremony, but we ask that any valuables be left with your guests for safekeeping.

**Tickets**

Tickets are not required for the Doctoral Hooding ceremony. Guests will be seated on a first-come, first-seated basis. Guests are asked to arrive at the Performing Arts Center by 4:00 pm so that they may be seated before the academic procession begins.

**Academic Attire**

Doctoral regalia is available for rental and the cost will be \$182 including tax. A refundable deposit of \$300 is required at the time the order is placed. Regalia may also be purchased. Purchase prices vary and must be accompanied by a \$600 non-refundable deposit.

Please bring the enclosed Cap & Gown order form to the Barnes & Noble Bookstore at the Garden City campus (Ruth S. Harley University Center, Lower Level) **no later than April 3<sup>rd</sup>, 2009**. A late fee will be charged for orders received after April 3<sup>rd</sup>. If you cannot get to the bookstore in person, or if you have any questions, please call them at 516.877.3900.

Doctoral candidates should carry their hoods so that the color that represents their degree is clearly visible. Candidates will carry their hood onto the stage and will be hooded by their mentor during the ceremony.

**Photography**

When you arrive, you will be given a card provided by Chappell Studios, who will photograph you as you are hooded. Please fill out the information on the card. You will hand it to the announcer on stage who will announce your name, and the contact information will be used by Chappell Studios to send you your proofs. Purchase may be made if you wish, but the final selection of photographs is an individual choice.

In order to make it a memorable day for you, your family and your fellow graduates, please remember to turn off your cell phone and other electronic devices during the ceremony.

**Your Commencement Coordinator is available to answer any questions you may have:**

**Gordon F. Derner Institute**

**of Advanced Psychological Studies.....Dr. Patrick Ross 516.877.4806**

**School of Social Work .....Cecilia Hinton 516.877.4355**

**ADELPHI UNIVERSITY  
2009 DOCTORAL HOODING  
CAP & GOWN ORDER FORM**

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_ MI \_\_\_\_\_

TELEPHONE # \_\_\_\_\_ E-MAIL \_\_\_\_\_

\_\_\_\_\_ I will pick up my cap and gown at the Barnes & Noble Bookstore (Garden City Campus)

\_\_\_\_\_ Please mail my academic attire to the following address. I understand there will be a charge of \$6.95.

ADDRESS \_\_\_\_\_

**CIRCLE DEGREE:** School of Social Work      Ph.D.      D.S.W.  
Derner IAPS                                      Ph.D.

**CIRCLE CAMPUS:** GARDEN CITY      MANHATTAN

**MEASUREMENTS** (Student Please Fill)

Male \_\_\_\_\_ Female \_\_\_\_\_

Height with shoes \_\_\_\_ft. \_\_\_\_ in.

Approx. weight \_\_\_\_\_ lbs.

Chest Measurement \_\_\_\_\_ in.

Shirt sleeve length \_\_\_\_\_ in. (Measurement from center-back base of neck, over the top of the shoulder and along the outer arm to desired length. Should correspond to men's shirt sleeve length.)

Neck size \_\_\_\_\_ in.

Tam \_\_\_\_\_ in. (Measure around the head approx. 1 inch above the brow, pulling the tape measure snugly. Give measurement in inches.)

**The cost for renting Doctoral regalia is \$182.00 including tax. A refundable deposit of \$300 is required at the time the order is placed. Regalia may also be purchased. Purchase prices vary and must be accompanied by a \$600 non-refundable deposit. All graduates keep their tam and tassel!**

**PLEASE BRING THIS FORM TO THE BARNES & NOBLE BOOKSTORE (RUTH S. HARLEY UNIVERSITY CENTER, LOWER LEVEL) ALONG WITH THE REQUIRED DEPOSIT. IF YOU CANNOT GO TO THE BOOKSTORE IN PERSON, PLEASE CALL THEM AT 516.877.3900.**

**PLEASE SUBMIT ORDERS BY APRIL 3, 2009**  
**Orders require six weeks to process.**

## DOCTORAL HOODING CEREMONY REGISTRATION FORM

- I WILL PARTICIPATE IN THE DOCTORAL HOODING CEREMONY ON WEDNESDAY, MAY 20, 2009.

Please make sure that your name, address, school, and degree appear correctly in the box below. If not, please carefully print the corrected information before returning the card.

- I DO NOT PLAN TO PARTICIPATE IN THE CEREMONY.

Please mail my diploma to the address shown below. I have made the necessary address corrections.

\_\_\_\_\_  
*Please sign and date*

Please mail form to:  
**Adelphi University**  
**President's Office**  
**1 South Avenue PO Box 701**  
**Garden City, NY 11530-0701**  
**Attn: Karen Munkenbeck**

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