



MEMO TO: University Administration, Faculty and Staff  
FROM: Commencement Committee  
SUBJECT: *December Commencement, 2017, and Related Information*

You are cordially invited to attend the Fall Commencement exercises at Millersville University on Sunday, December 17, 2017, at 2:00 p.m., in Pucillo Gymnasium. *Rehearsal for those participating in the ceremony will be held on Friday, December 15 at 4:00 p.m. in the gymnasium.*

Those who have placed rental or purchase orders for regalia at the University Store will be contacted directly by email when their orders arrive. **The University Store's contact information is (717) 871-7610.**

The University Store hours (during the week prior to commencement, December 11-17):

Monday-Thursday	8:30 a.m. -7:00 p.m.
Friday	8:30 a.m. -5:00 p.m.
Saturday	10:00 a.m. -2:00 p.m.
Sunday	10:00 a.m. -2:00 p.m.

Rental Fees:

DOCTORAL UNIT		\$72.00
	(including tam with gold metallic tassel, gown, hood)	
DOCTORAL UNIT	(gown, hood, <b>without</b> tam and tassel)	\$62.00
MASTER UNIT	(cap, gown, hood, tassel)	\$56.00
BACHELOR UNIT	(cap, gown, hood, tassel)	\$54.00

**Kindly respond directly to Carol Reichler, Director of Events, (871.5926; [carol.reichler@millersville.edu](mailto:carol.reichler@millersville.edu)) with your attendance plans to process in regalia no later than November 22, 2017, so that appropriate arrangements may be made for you. Also please indicate if you will be accompanied by a guest, so that guest seating tickets may be sent to you. As a member of the processional, you will NOT need a ticket.**

**You are requested to use your MU parking permit for parking the day of commencement in adjacent building lots. The Platform Party and special needs**

**vehicles will be parking in the reserved Pucillo lot. Special Guest parking will occur in the garage and deck areas.**

Those who have responded with their plans to process will be provided details for the day of Commencement on or about December 10, 2017.