All commencement activities are held at the following location:

Renaissance Schaumburg Hotel & Convention Center
1551 Thoreau Drive
Schaumburg, IL 60173

**Friday, February 28, 2020**
**Meet and Greet Networking Event**
5:00pm – 7:00pm
Meet Faculty and Administration

**Saturday, February 29, 2020**
**MSN and MPH Graduation Commencement**
12:30pm – 2:30pm
Formal Graduation

- The order of graduates will be: MPH, then MSN. Students will be seated per specialty track.
- Graduates and guests should plan to stay throughout the entirety of the formal graduation ceremony.

**Who can attend the Post-Licensure & Graduate Graduation?**
- The Post-Licensure and graduation ceremonies will take place twice each year to celebrate the accomplishments of students who have completed their RN to BSN, MSN, MPH and DNP programs in the designated sessions:

<table>
<thead>
<tr>
<th>Winter</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>July Session</td>
<td>January Session</td>
</tr>
<tr>
<td>September Session</td>
<td>March Session</td>
</tr>
<tr>
<td>November Session</td>
<td>May Session</td>
</tr>
</tbody>
</table>

**PLEASE NOTE:** Attending a graduation ceremony that doesn’t coincide with your final completion date is available by special request. Please contact onlinestudentservices@chamberlain.edu if you would like to attend a ceremony that varies from your completion date.

**Hotel Accommodations**
- Use the following link to book overnight accommodations in the Chamberlain room block by 5:00pm on Wednesday, February 5, 2020. Availability is limited.

- Many hotels are in the area including:
  - Embassy Suites
  - Doubletree
  - Hyatt Place
  - Hilton Garden Inn
Do I need to register to attend the commencement activities?
- Yes, RSVP to guarantee your spot at the reception & ceremony, [here](#) by January 13, 2020.
- If you are unable to attend, we also ask that you decline your invite.

Graduation Fee
- All post-licensure & graduate graduates are required to pay a $125 participation fee.
- The required $125 fee covers a meaningful program and production welcoming you and your family, your diploma cover and honor cord (if applicable).
- Production fees include (but are not limited to) the venue, registration materials, audio visual and food.
- Paying this fee ensures that we can provide students with a graduation they will always remember.

What is the dress code for both events?
- Both the networking event and ceremony is business casual for you and your guests.
- You must wear your cap and gown at the commencement ceremony.
- Make sure that the shoes you wear to graduation allow you to walk up and down stairs as well as across the stage.

Where do I get my cap and gown?
- Order your commencement regalia and other graduation related items by clicking, [here](#).
- The deadline to order regalia is January 17, 2020.

Where do I get my honor cords?
- Cords will be distributed to eligible students in their graduation packets during registration during graduation weekend.
- Cords that are worn by the graduates at the commencement ceremony are based on the final cumulative GPA that is provided by the National Registrar’s Office. There will be three types of cords worn by graduates at the post-licensure and graduate ceremonies:
  - Teal & White Cord for MSN, MPH and DNP Graduates
    - With Distinction – 3.85 CGPA to 3.99 CGPA
  - Royal Blue & White Cord for MSN, MPH and DNP Graduates
    - With High Distinction – 4.0 CGPA
  - Gold & White Cord for RN to BSN Graduates
    - President’s Honors – 3.5 CGPA
Will I receive my diploma at the ceremony?
- No, you will not receive your diploma or certificate on the day of graduation.
- You should expect to receive your diploma 10 – 12 weeks after the completion of your final course.

How many guests can I bring?
- Graduates may bring up to 6 guests to the ceremony.
- An extra ticket registration will open January 20th and will be available on a first come, first served basis. Please follow the prompts during graduation registration.

Are children allowed to attend and do they require a ticket?
- Children are welcome at both the meet and greet networking event and the ceremony.
- Lap children are not required to have a ticket during the ceremony.
- Please keep in mind that the meet and greet networking event is an opportunity for you to connect and network with your peers, faculty and advisors and you may not want to bring young children.

Myself or a guest requires special accommodations during the ceremony.
- If you or one of your family members require wheelchair seating, limited mobility seating, an ASL accommodation, or a ramp for the stage during the ceremony, you must fill out a Student and Guest Accessibility and Accommodation request form.
- The form can be found here and must be submitted no later than February 1, 2020: https://www.chamberlain.edu/resources/graduation/post-licensure-graduation

I would like my name to be listed differently in the program. What do I do?
- If you would like your name listed differently in the program, you must contact the Registrar’s Office well in advance of the ceremony. The name on file will be the name printed in the program.

Will the ceremonies be live-streamed?
- Yes, both ceremonies will be live-streamed on the Chamberlain University Facebook page: https://www.facebook.com/chamberlainedu/

I can no longer attend graduation, how do I cancel?
- In order to receive a refund, you must cancel by February 18, 2020. Cancelling after the deadline will result in a cancelled reservation and funds are not refunded to the credit card.
- Visit the registration site and click “Already Registered”.
- Enter your email and confirmation number.
- Cancel your reservation. Depending on your banking institution, refunds will be provided within 2-10 business days.
I am not attending, will I receive a diploma cover, honor cord or program?

- You may purchase honor cords, diploma covers and programs for a small fee through the Chamberlain Shop: [http://chamberlainshop.com/](http://chamberlainshop.com/)
  - Chamberlain Shop > Graduation > Chamberlain University Items

I am not attending, can I give my tickets to another student?

- No, students will only receive tickets if attending the graduation activities. Students not attending will not receive tickets.
- The selling of tickets is absolutely prohibited and against school policy.

How do I get to the Renaissance Schaumburg?

<table>
<thead>
<tr>
<th>O’Hare International Airport (ORD)</th>
<th>Midway Airport (MDW)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Distance to Hotel</strong></td>
<td><strong>Pre-Arranged Transportation</strong></td>
</tr>
<tr>
<td>13 Miles/20 minute drive</td>
<td>American Taxi: 1-847-255-9614</td>
</tr>
<tr>
<td></td>
<td>$35 (One Way)</td>
</tr>
<tr>
<td>35 Miles/45 minute drive</td>
<td>American Taxi: 1-847-255-9614</td>
</tr>
<tr>
<td></td>
<td>$60 (One Way)</td>
</tr>
</tbody>
</table>

What is there to do in Schaumburg?

- Schaumburg, IL is located just outside Chicago, IL. It’s approximately 45 minutes from downtown Chicago with access to public transportation nearby.
- Schaumburg has a variety of different activities including a premium mall and shopping centers, theatre, outdoor trails, and multiple restaurants and lounges.
  - Visit [www.villageofschaumburg.com](http://www.villageofschaumburg.com) for a listing of activities just minutes from the hotel.
- Chicago, IL is host to many world-class museums, theaters, parks and city tours for you and your guests to enjoy.
  - Visit [www.choosechicago.com](http://www.choosechicago.com) for more information.
  - You can access the public transportation system (Metra) that will take you to downtown Chicago. Car rentals, taxis and private car services are also available.

I have a specific question regarding the Post-Licensure Graduation. Who should I contact?

- Please contact Student Services at [onlinestudentservices@chamberlain.edu](mailto:onlinestudentservices@chamberlain.edu)
Download the Chamberlain University Graduation mobile app!

Follow these steps:

1. Visit this URL: https://guidebook.com/g/chamberlaingraduation/
2. Tap the “download” button to get the free Guidebook app
3. Open Guidebook and search: Chamberlain University Graduation
4. To connect with other guests, go to Attendee Check In and create an account

Ceremony Floor Plan

*Subject to change based on graduates attending ceremony.
*Students are seated per degree and specialty track and will not be seated alphabetically.

MSN and MPH Ceremony

![Ceremony Floor Plan Diagram]