



LIM COLLEGE

Commencement Handbook

May 27, 2010

12:00 pm

Jazz at Lincoln Center

2010 Commencement Information

Important Dates to Remember & Phone Numbers



2010 COMMENCEMENT INFORMATION

DEAR DEGREE CANDIDATE,

On Friday, May 27, 2010, LIM College will honor its January, May and August graduates during Commencement exercises in Frederick P. Rose Hall, located at Jazz at Lincoln Center in New York City. This ceremony provides an opportunity for the College to pay special tribute to you for the outstanding efforts you have shown in earning your degree and an opportunity for you to share the excitement and importance of your academic accomplishments with faculty, fellow graduates, family and friends. We hope you will join in the celebration of your achievements at this very important event.

This packet provides important information that should help make this day memorable for you and your guests. Please make sure to check your LIM College e-mail account frequently, as additional graduation information will be sent to you via e-mail. Included in this booklet you will find:

- Cap, gown, announcement and ring order information
- Important Dates to Remember/Important Phone Numbers
- Directions
- LIM College Alumni Association

APPLICATION FOR DEGREE

To be eligible to graduate, you **MUST** complete an Application for Graduation that is sent by the Registrar to you via your LIM College e-mail account. You must file the application prior to the published deadline for the semester or session of intended graduation.

GRADUATION FEE

All graduating students are required to pay the non-refundable graduation fee of \$225.00. This fee includes the graduation audit and diploma. *Diplomas will not be issued to any degree candidates who does not pay this fee and/or who has outstanding financial obligations to the College.*

GRADUATE SEATING

Graduate seating is reserved and tickets are not required.

GUEST SEATING

Tickets will be distributed and sold in late April. Please check your e-mail for updates.

CAP AND GOWN

Commencement attire is required for participation in the ceremony. We recommend that you wear semi-formal attire under the gown. Sizing information is requested on the Application for Graduation. Cap and gowns will be distributed by the bookstore in early May.

CAREER FAIR

On Thursday, April 15th there will be a career fair. The career fair will be held in Maxwell Hall from 9:30 am to 3:00 pm. Please contact the Center for Career Development for information regarding the career fair.

HONORS AND AWARDS

Graduates eligible to receive honors will receive their honor cords to wear during the ceremony at the registration table when you receive your name card on the day of the ceremony.

DIPLOMAS

Diploma covers are handed out during the ceremony. Diplomas are mailed to graduates approximately 12 weeks after graduation. *Diplomas will not be issued to any degree candidates who do not pay the graduation fee and/or who have outstanding financial obligations to the College.*

CLASS RINGS AND ANNOUNCEMENTS

Information regarding class rings and graduation announcements are available through the bookstore. These services are provided through Balfour, www.balfourcollege.com.

PHOTOGRAPHS

Professional photographers have been engaged to photograph graduates. All graduates will have their pictures taken on stage and will be emailed an order form following the ceremony. Graduates can choose pictures and packages available online. These services are provided by Thornton Studio Photographers, www.thorntonstudio.com.

GRADUATE ARRIVAL AND LINE-UP

Graduates should arrive at 10:00 am and proceed immediately to the registration table to sign-in. Staff will be there to direct and assist graduates in lining up for the class picture and processional. The ceremony will begin promptly at the scheduled time and will last approximately 2.5 hours.

GUEST ARRIVAL

Doors will open at 11:30 for guests. We ask your guests to adhere to this time schedule as they cannot enter any earlier. The theater is located in the Time Warner building with many shops and eateries where guests can spend their time should they arrive early.

PARKING INFORMATION

Central Parking Systems, 345 West 58th Street (Between 8th and 9th Avenue). To reserve parking at Central Parking System at the Time Warner Center, please call CenterCharge (212-721-6500). Patrons can reserve either matinee (10am - 6pm) or evening (4pm - midnight) spots. Parking fees are \$35 for Sun-Wed and \$36 for Thu-Sat.

For questions regarding the commencement ceremony call 212-752-1530 ext. 305

For questions regarding your financial status call 212-752-1530 ext. 389

For questions about your academic status, contact your academic adviser, call 212-752-1530 ext. 339

DIRECTIONS TO JAZZ AT LINCOLN CENTER

BY CAR

From Long Island

Take Long Island Expressway to Midtown Tunnel. Follow signs to Uptown/West Side and go cross-town at 34th Street to 8th Avenue. Turn right onto 8th Avenue and proceed to 59th Street. Turn right onto Columbus Circle, making another right onto Broadway. Make a quick left onto West 60th Street. [Parking garages](#) can be found on West 60th Street.

From Southern New Jersey

Take the Lincoln or Holland Tunnels. From Lincoln Tunnel take the exit on the left towards 40th Street and North. Turn left onto West 42nd Street. Turn right onto 10th Avenue, continuing all the way to 58th Street. Turn right onto West 58th Street. Turn right onto 8th Avenue and proceed to 59th Street. Turn right onto Columbus Circle, making another right onto Broadway. Make a quick left onto West 60th Street. [Parking garages](#) can be found on West 60th Street. From Holland Tunnel follow signs to Exit 1 (Uptown and Canal Street) into Laight Street. Follow Laight Street to West Side Highway (Joe DiMaggio Highway). Follow to 56th Street, staying to the right after 42nd Street. Turn right onto West 56th Street. Turn left onto 8th Avenue and proceed to 59th Street. Turn right onto Columbus Circle, making another right onto Broadway. Make a quick left onto West 60th Street. [Parking garages](#) can be found on West 60th Street.

From Northern New Jersey

Take I-95 North/US-9 North/US 1 North. This becomes I-95 North/Upper Level George Washington Bridge/US-9. Take the Henry Hudson Parkway/178th Street exit. Follow signs to Henry Hudson Parkway South/West Side Highway (Joe DiMaggio Highway). Merge onto Henry Hudson Parkway South. Take the West 79th Street (Boat Basin) exit. Follow the circle and exit onto 79th street. Turn right onto West End Avenue, heading south. Turn left onto West 56th Street. Turn left onto 8th Avenue and proceed to 59th Street. Turn right onto Columbus Circle, making another right onto Broadway. Make a quick left onto West 60th Street. [Parking garages](#) can be found on West 60th Street.

From Southern Connecticut

Take I-95 South to Cross Bronx Expressway, taking the last Manhattan exit (leading towards George Washington Bridge). Follow the Henry Hudson Parkway South. Take the West 79th Street (Boat Basin) exit. Follow the circle and exit onto 79th street. Turn right onto West End Avenue, heading south. Turn left onto West 56th Street. Turn left onto 8th Avenue and proceed to 59th Street. Turn right onto Columbus Circle, making another right onto Broadway. Make a quick left onto West 60th Street. [Parking garages](#) can be found on West 60th Street.

From Westchester County

Travel south to get onto Route 9 South (from Saw Mill Parkway). Route 9 becomes Henry Hudson Parkway South/West Side Highway (Joe DiMaggio Highway). Take Henry Hudson Parkway South to the West 79th Street (Boat Basin) exit. Follow the circle and exit onto 79th street. Turn right onto West End Avenue, heading south. Turn left onto West 56th Street. Turn left onto 8th Avenue and proceed to 59th Street. Turn right onto Columbus Circle, making another right onto Broadway. Make a quick left onto West 60th Street. [Parking garages](#) can be found on West 60th Street.

From Rockland County/Upstate New York

Take New York State Thruway south to Palisades Parkway south to the George Washington Bridge. Cross the bridge and follow signs to Henry Hudson Parkway South/West Side Highway (Joe DiMaggio Highway). Merge onto Henry Hudson Parkway South. Take the West 79th Street (Boat Basin) exit. Follow the circle and exit onto 79th street. Turn right onto West End Avenue, heading south. Turn left onto West 56th Street. Turn left onto 8th Avenue and proceed to 59th Street. Turn right onto Columbus Circle, making another right onto Broadway. Make a quick left onto West 60th Street. [Parking garages](#) can be found on West 60th Street.

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BY SUBWAY:

Take the A, B, C, D, #1 trains to 59th Street/Columbus Circle.

BY BUS

The M5, M7, M10, M11 and M104 bus lines all stop within one block of Jazz at Lincoln Center.