Commencement

Rensselaer Polytechnic Institute
198th Commencement Ceremony
The Harkness Field
Saturday, May 15, 2004 • 9:30 a.m.
THE COMMENCEMENT CEREMONY

Rensselaer Polytechnic Institute’s 198th Commencement Exercises will be held on Saturday, May 15, 2004, at 9:30 a.m. at the Harkness Field. Admission for ticketed guests begins at 8 a.m. Seating is on a first-come, first-served basis. Graduates will line up on Georgian Terrace, located behind the Harkness Field, beginning at 8:30 a.m.

The graduate procession will promptly begin at 9:30 a.m. on the Harkness Field. The ceremony will begin immediately following.

Each graduate will be individually recognized as he or she crosses the stage. Degrees will be awarded first with Doctoral candidates followed by Master’s candidates. These students will receive their diplomas in alphabetical order within schools. Bachelor’s candidates will cross the stage in alphabetical order by school.

The ceremony will run for approximately three hours. A Celebration Picnic for graduates and their guests will immediately follow the ceremony on the ’86 Field and the Hassan Quadrangle. The order of exercises is as follows:

ORDER OF EXERCISES

Degree Candidate Procession
Recognition of Emeriti
Academic Procession
Conferring of Doctoral Degrees
Presentation of Colors
Announcement of Institute Honors
National Anthem
Conferring of Master’s Degrees
Presentation of the Class of 2004
Presentation of the Class Banner
Invocation
Conferring of Baccalaureate Degrees
Greetings
Final Remarks
Confering of Honorary Degrees
Alma Mater
Address to Candidates
Benediction
Presentation of Faculty Awards
Recession

COMMENCEMENT WEEKEND EVENTS

COLLOQUIUM
Friday, May 14, 2004
4 – 6 p.m.
Dr. Shirley Ann Jackson will host our honorary degree recipients and Commencement speaker as they address the Rensselaer community.

RESERVE OFFICER TRAINING CORPS (ROTC) COMMISSIONING CEREMONY
Friday, May 14, 2004

Please call the numbers below for further information.
Navy (518) 276-6251
Air Force and Joint Services (518) 276-6236

COMMENCEMENT CEREMONY
Saturday, May 15, 2004
9:30 a.m.
Harkness Field
Please join us as we celebrate Rensselaer’s 198th Commencement ceremony.

CELEBRATION PICNIC
Saturday, May 15, 2004
’86 Field & Hassan Quadrangle
Immediately following the Commencement ceremony.
Shuttle service to run from ceremony to both picnic locations.

DEPARTMENTAL DINNERS
For a complete listing of departmental events, please visit http://www.rpi.edu/dept/NewsComm/Calendar/Commencement/

DEGREE APPLICATION
Students graduating in May 2004 are required to fill out a Degree Application at the Office of Student Records and Financial Services.

DIPLOMA DISTRIBUTION
Graduates will receive their diplomas as they cross the stage. In inclement weather, diplomas will be distributed in the DCC Great Hall from 1:30 – 3:30 p.m. on graduation day.
Information about a delay in the start time or the ceremony will be announced on WRPI (91.5 FM). Check your hotel front desk for up-to-date information.

- **CEREMONIAL BEHAVIOR AND PROTOCOL**

In consideration of others, please turn off cellular phones and pagers on the Harkness Field, or in the Houston Field House.

Guests attending Rensselaer’s 2004 Commencement are advised that bags, backpacks, luggage, coolers, parcels, briefcases, and like articles will be strictly prohibited from the Harkness Field. Guests may be subject to search of their person and/or possessions. Guests with prohibited articles will be requested to return them to their vehicle.

Alcoholic beverages, food, and smoking are prohibited on the Harkness Field.

- **ACADEMIC REGALIA**

The Rensselaer Bookstore coordinates the rental and sale of caps, gowns, and hoods for the ceremony. Regalia can be ordered from the bookstore beginning in March 2004. The bookstore can be contacted at 518-276-6555.

Rensselaer Union Book Store Hours:
- Monday through Friday: 8:30 a.m. – 5 p.m.
- Saturday: Noon – 4 p.m.

Bachelor’s and Master’s degree candidates: If you are attending the ceremony, you can purchase regalia which includes a cap, gown, and hood from the Rensselaer Union Bookstore. The regalia will be your personal property following Commencement.

Doctoral candidates: You may purchase or rent doctoral regalia at the Rensselaer Union Bookstore. Rented doctoral regalia can be returned immediately following the ceremony, at the Harkness Field.

- **GUEST PHOTO AREA**

Although we discourage guests from disrupting the ceremony, there will be a photo area located at the left and right of the stage. There is a 10-minute waiting limit in this area. Public Safety Officers will be stationed at these areas to ensure that this time limit is honored. Out of consideration for others, please enter this area, take your picture, and return to your seat as quickly as possible. No photographs will be allowed at center stage.

Visit www.rpi.edu/dept/NewsComm/Calendar/Commencement/ for more information.
■ RENSSELAER BOOKSTORE

For information on ordering Rensselaer Diploma Frames, Rensselaer personalized Graduation Announcements, or Class Rings, please go to the Rensselaer Union Bookstore Web page at: http://www.bookstore.rpi.edu.

Personalized announcements of the Commencement exercises may be ordered directly from the Rensselaer Union Bookstore by calling 518-276-6555.

■ VIDEOTAPES OF CEREMONY

Videotapes of the ceremony can be purchased from Scorpio Productions. Orders for the video can be placed for Schools of Architecture, Engineering, Management, Science, Humanities, or Information Technology. Details on ordering a videotape and questions should be directed to Scorpio Productions at (518) 448-5874 or video@scorpioproductions.com.

■ YEARBOOK PHOTOGRAPHS

For information about yearbook pictures, contact transit@rpi.edu or Beth Carlile at the Union Administration Office at (518) 276-6505.

DAVOR is the photographer for yearbook pictures and can be contacted at 1-800-OUR-YEAR. Students may also sign up for a portrait session online at www.ouryear.com using the RPI school code 257.

■ GRADUATE PHOTOGRAPHS

Chappell Aardvark Studios will photograph each graduate at the time of diploma presentation and upon exiting the stage at the ceremony. Details on ordering the photographs will be sent to the graduate class families directly from Chappell Aardvark Studios. If there are any questions, contact Chappell at 1-800-424-3686 or visit their web site at www.chappell.com.

■ ACCOMMODATIONS

ALBANY
The Desmond
Fifteen minutes from RPI
660 Albany-Shaker Road
(518) 869-8100 / (800) 448-3500
www.desmondry.com

Albany Marriott
Fifteen minutes from RPI
189 Wolf Road
(518) 458-8444 / (800) 228-9290
www.marriott-hotels.com

TROY
Best Western/Rensselaer Inn
Two minutes from RPI
1800 6th Avenue
(518) 274-3210 / (800) 528-1234
www.bestwestern.com

Franklin Square Inn and Suites
(formerly Super 8 Motel)
Two minutes from RPI
1 Fourth Street
(518) 274-8800

LATHAM
Hampton Inn
Ten minutes to RPI
981 New Loudon Road (Rt. 9)
(518) 785-0000 / (800) 426-7866
www.hamptoninn.com

■ DIRECTIONS TO CAMPUS

Rensselaer Polytechnic Institute is centrally located near major highways in New York state.

From the South: Take I-87, the New York State Thruway, north to exit 23. At exit 23, go north on I-787 to Route 7 east. From Route 7 east, make a right turn onto 15th Street. Follow 15th Street about 1/2 mile to campus.

From the North: Take I-87, the Adirondack Northway, south to exit 7 east. Get on Route 7 headed eastbound. From Route 7 east, make a right turn onto 15th Street. Follow 15th Street about 1/2 mile to campus.

From the East: From I-90 (Massachusetts Turnpike, Berkshire Spur of the New York Thruway), take exit B1. Continue west (13.5 miles) to the exit for I-787. Take I-787 north to Route 7 east. From Route 7 east, make a right turn onto 15th Street. Follow 15th Street about 1/2 mile to campus.

From the West: Take I-90, the New York State Thruway, to exit 24. From exit 24, continue onto I-90 east. Exit onto I-787 north. Take I-787 north to Route 7 east. From Route 7 east, make a right turn onto 15th Street. Follow 15th Street about 1/2 mile to campus.

Visit www.rpi.edu/dept/NewsComm/Calendar/Commencement/ for more information.
By plane or train: If you're arriving by plane, fly into the Albany International Airport. By train, you want to roll into the Albany/Rensselaer Amtrak station. They're both just a cab ride away.

PARKING
Commencement parking is available in the North Lot, all Residence Hall Lots, the Robison Lot behind the Armory, and the Alumni Sports & Recreation Center Lot — adjacent to the Armory.

Shuttle service will make a continuous run from 7:30 a.m. – 4:30 p.m. making stops at the North Lot, the Robison Lot, the Residence Hall lots, and the Rensselaer Union. The shuttle will provide service to the Harkness Field all Commencement day.

The shuttle route is as follows:

- Down Peoples Avenue
- Shuttle Stop at North Lot Entrance on Peoples Avenue
- Left onto 8th Street
- Left onto Sage Avenue
- Shuttle Stop at North Lot Entrance on Sage Avenue
- Shuttle Stop at Sage Avenue Entrance to Campus between Ricketts and the ’87 Gym
- Left onto 15th Street
- Right onto Peoples Avenue
- Continue onto Cook Drive
- Shuttle Stop in front of Field House
- Continue back down Peoples Avenue

After the ceremony, shuttle service will be provided from the Harkness Field to the Sage Avenue and 15th Street gate for the Celebration Picnic.

SPECIAL NEEDS INFORMATION
Mobility Impaired Seating is available at the outer seats and rear rows of each seating section on the Harkness Field.

WHEELCHAIRS Wheelchair access seating is available at the outer seats and rear rows of each seating section. Guests who have reserved wheelchairs can pick them up at the “Main Gate” information table.

GUEST MEETING AREA This area is a designated family meeting location, stationed at the information table in front of the Houston Field House. Guests can wait at the meeting area while family members park their cars. The ceremony will include an international sign language interpreter.

EMERGENCY CONTACT INFORMATION
An Emergency Medical Services station is located on the North Side of the Houston Field House. In an emergency, contact a Public Safety Officer or Public Safety at (518) 276-6611.

CONTACT US
Please e-mail all Commencement questions to: commencement@rpi.edu
LETTER FROM SENIOR CLASS

Dear Parent or Guardian:

The time is quickly approaching when your son or daughter will be receiving a prestigious degree from Rensselaer. May 7-13, 2004, the week prior to the Commencement ceremony, is commonly referred to as Senior Week. During this time, we will host a variety of events to celebrate our achievements together without the pressure of classes or exams.

We are offering you an advance opportunity to purchase a “Senior Week Package,” a $140 value, for the low price of $94. This price includes admission and transportation to and from all listed events, and meals as indicated. It promises to be a fun-filled week. The early-bird sale ends Feb. 29 and the price will increase after that date. The deadline for purchasing Senior Week tickets is April 15, 2004.

If you are interested in purchasing a package for your graduate, please fill out and return the attached form. Information will be sent to your son or daughter about your purchased gift.

You may also reserve a copy of the Transit, the Rensselaer yearbook. It makes a great keepsake of your graduate’s years at RPI.

Feel free to contact our advisor, Mrs. Cameron Reid McLean, at (518) 276-6505 (mcleac2@rpi.edu) if you have any additional questions.

Thank you for your consideration.

Sincerely,

Kelly Choppy
Senior Week Co-Chair
choppk2@rpi.edu

Kristin Kaczynski
Senior Week Co-Chair
kaczyk@rpi.edu

SENIOR CLASS EVENTS

Senior Week Kick-Off Night: Comedy Showcase*
Friday, May 7, 2004 • 8:00 p.m. – 11:00 p.m.

The McNeil Room will be turned into a “night club” setting, complete with live entertainment and food. Alcoholic beverages will be available for purchase, provided by the RPI Clubhouse Pub. Fireworks will conclude the kick-off celebration. $20.00 per person.

Senior Banquet*
Monday, May 10, 2004 • 6:00 p.m. – 12:00 a.m.

Dinner and dancing at The Crowne Plaza located in Albany, NY. Transportation will be provided. $25.00 per person.

A Day in New York City and Yankee Game
Wednesday May 12 2004 • All Day

Seniors are free to explore the various sights that NYC has to offer. You may choose to attend a Yankees game or a talk show. $30.00 per person. Graduates only.

Cruise on the Hudson
Tuesday, May 11, 2004 • 6:30 p.m. – 11:45 p.m.

A night on JP Cruise Lines enjoying the Hudson River complete with a live band, food and refreshments. $25.00 per person. Graduates only.

Barbecue and Fireworks*
Saturday, May 8, 2004 • 5:00 p.m. – 9:00 p.m.

A day of food and fun. We will be offering a wide variety of barbecue foods, inflatable games, and live music. Fireworks display at 9:00 p.m. $20.00 per person.

Zero Year Reunion Brunch*
Thursday, May 13, 2004 • 11:00 a.m. – 1:00 p.m.

A group toast in celebration of the culmination of our college experience. The brunch will be held at the Heffner Alumni House. $20.00 per person.

We highly recommend purchasing the entire package at a discounted rate in order to fully take advantage of the events offered. For events such as the NYC trip: Yankees game, sign-up will be determined on a first-come, first-serve basis. For further information, contact the senior class advisor, Mrs. Cameron Reid McLean at (518) 276-6505 (mcleac2@rpi.edu).

* Guests are invited.
SENIOR WEEK EVENTS ORDER FORM

Senior Class Member Information:

NAME 

STREET 

CITY STATE ZIP CODE 

E-MAIL ADDRESS TELEPHONE NUMBER 

DATE OF BIRTH RIN NUMBER 

☐ Senior Week Early Bird Package Special.............................................$94.00
(Must be purchased before February 29)

☐ Senior Week Package,.................................................................$104.00
(If purchased after February 29)

☐ Transit Yearbook ________ @ $45.00 each = $______________________

Total = $__________________

Payment:

☐ Check: please make payable to RPI Class of 2004

☐ Student Charge Account–RIN Number ____________________________

☐ Credit card: _____ VISA or _____ MasterCard

I authorize the Senior Class at Rensselaer Polytechnic Institute to charge
my Visa/MasterCard in the amount of $______________ as payment for my
son’s/daughter’s enrollment in the Senior Week Program.

CARDHOLDER’S NAME 

CARD NUMBER EXPIRATION DATE 

CARDHOLDER’S SIGNATURE 

RETURN THIS FORM WITH PAYMENT TO:
Cathy Ruff, Accounting Technician
RPI Union Room 3702, 110 8th St.
Troy, NY 12180-3590

Visit www.rpi.edu/dept/NewsComm/Calendar/Commencement/ for more information.