

**LINCOLN UNIVERSITY**  
401 FIFTEENTH STREET, OAKLAND, CA 94612  
phone: (510) 628-8010 fax: (510) 628-8012

**REQUEST FOR COMMENCEMENT CEREMONY / INDIVIDUAL PHOTO**

NAME: \_\_\_\_\_  
(First, Middle, Last) \*The name you entered here will appear on the commencement program.

STUDENT ID: \_\_\_\_\_ DEGREE: \_\_\_\_\_  
(DBA/MBA/BA/BS/AS or Certificate)

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_@lincolnucaf.edu

ACTUAL GRADUATION TERM EXPECTED (to complete your program): \_\_\_\_\_  
(Fall/Spring/Summer, Year)

**PLEASE GIVE YOUR MEASUREMENTS FOR THE GRADUATION GOWN:**

HEIGHT \_\_\_\_\_ ft. \_\_\_\_\_ in.

WEIGHT \_\_\_\_\_ lbs.

**DO YOU PLAN TO PARTICIPATE IN THE COMMENCEMENT CEREMONY?**

Yes, I will participate in the commencement ceremony on May 25, 2024, and will have my individual photo taken during the designated periods (\$150\*).

Yes, I will participate in the commencement ceremony on May 25, 2024, but DO NOT WANT my individual photo taken during the designated periods (\$100\*).

No, I will not participate in the commencement ceremony, but would like to have my individual photo taken during the designated periods (\$50).

**\*Commencement Ceremony Fee: After the deadline \$250.**

**ACKNOWLEDGEMENT:**

I consent to my photo being used by the University electronically or in print for educational or marketing purposes.

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(Student's **Signature** and **Date**)

**Please complete and submit this form to the Records Office**

**Notes:**

- 1) Participation in the commencement ceremony or having an individual photograph is optional. If you choose to participate in the ceremony or to have an individual photo taken, the fee must be paid to the Accounting Office. Your request will not be processed until you pay the appropriate amount of fee(s).
- 2) The deadline to submit the request for the Commencement Ceremony / Individual Photo is **April 1, 2024**. You may submit this form via at [records@lincolnuca.edu](mailto:records@lincolnuca.edu) or in person during the regular operating hours of the Records Office.
- 3) We will email you to make an appointment for the individual photo session in mid-April.
- 4) Please note: The individual photo session will happen at Lincoln University main campus.
- 5) The ceremony will take place on Saturday, May 25th, 2024, at Oakland Scottish Rite Center, 1547 Lakeside Drive, Oakland, CA 94612.

**THE BELOW SECTION IS FOR UNIVERSITY USE ONLY.**

**Accounting Office:**

The fee is paid: ( ) Yes ( ) No

If "Yes," an amount of \$ \_\_\_\_\_ has been received.

Comments: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Records Office:**

Comments: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_