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**Duke Law School  
Graduation 2009**

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December 1, 2008

Dear members of the Class of 2009,

It's hard to believe your time here at Duke Law School is growing short! To commemorate your transition from student to alum, we have planned five days of graduation festivities. Graduation can be exciting, overwhelming and exhilarating. To help you keep track of all the events, deadlines, details, etc., we have created this handbook, a comprehensive guide to Graduation 2009. We are distributing this handbook to you now so that you can share it with your families and friends during winter break.

Nearly a week of graduation events necessarily requires the collaboration of many different offices both within the Law School and across the University. In each section of this handbook, the department responsible for a particular event or task will be given in a gray box. Contact information for all departments is provided on page 6 in order to help you get in touch with the appropriate department for any questions you may have.

All information in this handbook is available at: <http://www.law.duke.edu/students/alums>  
Stay tuned to the *Duke Law Daily* for information and reminders of important deadlines.

Congratulations to you and your classmates and best wishes for a happy and fulfilling future! We look forward to hearing about your successes as alumni.

Office of Student Affairs  
Office of Events

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# Quick Reference

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## Important Dates

<b>Date</b>	<b>Task</b>	<b>More info</b>
ASAP	Make hotel reservations for your family and dinner reservations for after the Hooding Ceremony	p. 9-15
December 9	Deadline to submit Application for Graduation Certification	p. 18
January 31	Deadline to submit name as it is to appear on diploma, in ACES.	p. 18
March 3	Pre-Graduation Fair (Star Commons) <i>9:00 a.m. – 4:00 p.m.</i>	p. 17
Early March	Online registration for Duke Law events open	p. 22
March 1	Deadline to resolve incompletes, missing grades, etc.	p. 18
March 16	Last day to place regalia orders	p. 16
March 17	Class Picture (Front Lawn, <i>12:15-1:15 p.m.</i> )	p. 18
March 18	Class Picture Rain Date (Front Lawn, <i>12:15-1:15 p.m.</i> )	p. 18
March 27	Nominations for Justin Miller Awards due	p. 19
April 3	Deadline to notify Susan McLean if a Duke Law alum family member will participate in the Hooding Ceremony	p. 25
April 6-April 10	Pick up free invitations from Duke University Store	p. 15
April 10	Nominations for LLM Award due	p. 20
April 20-April 23	Pick up Baccalaureate tickets in Room 215, Allen Building <i>Apr 20-21, 9:00 a.m.–12:00 p.m.; Apr 22-23, 1:00–4:00 p.m.</i>	p. 23
April 24	Baccalaureate ticket clearinghouse in A290 Smith Warehouse ( <i>Begins at 9:00 a.m.</i> )	p. 23
April 27- May 9	Pick up apparel from the Duke University Store <i>Apr 27–May 8, 9:00 a.m.–4:30 p.m.; May 9, 9:00 a.m.-12:00 p.m.</i>	p. 16
May 1	Deadline to notify Registrar’s Office if you will NOT be attending the Hooding Ceremony	p. 25
May 1	Last day to register online for Duke Law events	p. 22
May 4	All spring semester work must be completed and turned in to professors	p. 18
May 10	Cap, gown & hood return; diploma pick up in the Blue Lounge ( <i>11:30 a.m. – 1:00 p.m.</i> )	p. 26

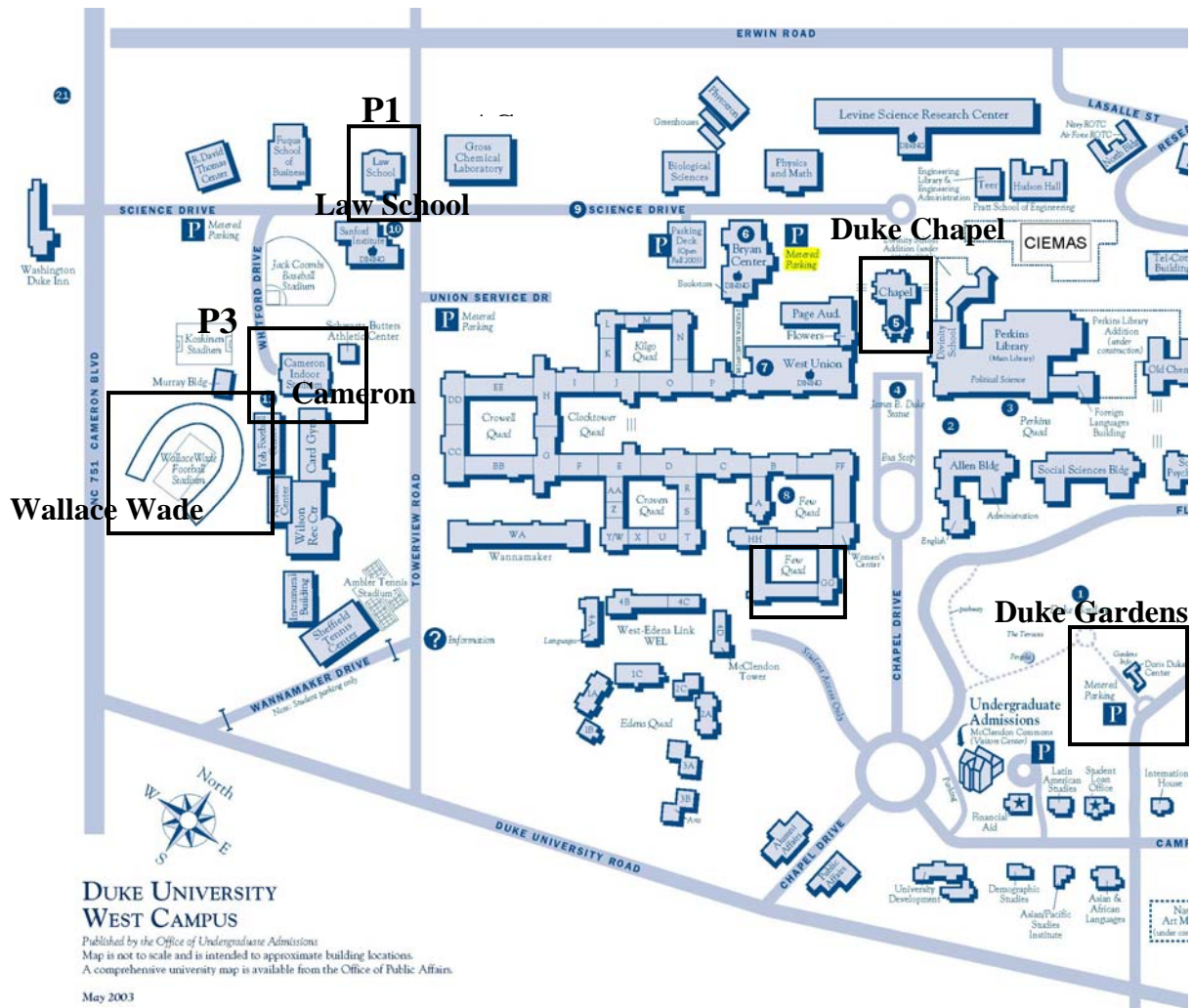
## Schedule of Events Overview

Date	Time	Event	Location	Dress	Sponsor	More info
Wed., May 6	6:30 p.m. – 12:00 a.m.	Graduation Gala	American Tobacco Campus	Semi-formal	Law School	p. 22
Fri., May 8	5:00 p.m. – 7:00 p.m.	Bluegrass BBQ	Doris Duke Center at the Sarah P. Duke Gardens	Casual	Law School	p. 23
Fri., May 8	7:00 p.m. – 11:00 p.m.	Candlelight Dinner (international students)	Law School, Star Commons	Business to semi-formal	Law School	p. 23
Fri., May 8	5:00 p.m. (procession begins at 4:50)	Baccalaureate Service (surnames A-G)	Duke Chapel	Regalia	University	p. 23
Sat., May 9	11:30 a.m. (procession begins at 11:20)	Baccalaureate Service (surnames H-O)	Duke Chapel	Regalia	University	p. 23
Sat., May 9	3:00 p.m. (procession begins at 2:50)	Baccalaureate Service (surnames P-Z)	Duke Chapel	Regalia	University	p. 23
Sat., May 9	5:00 p.m. Line Up 6:00 p.m. Ceremony	Hooding Ceremony	Cameron Indoor Stadium	Regalia	Law School	p. 24
Sat., May 9	Immediately following Hooding Ceremony	Champagne Reception	Tent outside Cameron	Business	Law School	p. 25
Sun., May 10	8:00 a.m.	Bagel Breakfast	Law School, Star Commons	Business	Law School	p. 25
Sun., May 10	8:45 a.m. Line Up leaves Law School 9:30 a.m. Procession 10:00 a.m. Ceremony	University Graduation Exercises	Wallace Wade Stadium	Regalia	University	p. 26
Sun., May 10	11:30 a.m. – 1:00 p.m.	Farewell Tea	Law School, Star Commons	Business	Law School	p. 26

## Graduation Contacts

<p><b>Office of Student Affairs</b>  <b>Office of Events</b>          Law School, Room 2007          613-7007</p> <p><i>Responsible for:</i></p> <ul style="list-style-type: none"> <li>• Pre-Graduation Fair</li> <li>• Class Photo</li> <li>• Justin Miller Awards</li> <li>• Registration and invitations for Law School events</li> <li>• Logistics for Law School events (except Candlelight Dinner)</li> <li>• DVDs of Hooding Ceremony</li> </ul>	<p><b>Registrar's Office</b>          Law School, Room 2027          613-7027</p> <p><i>Responsible for:</i></p> <ul style="list-style-type: none"> <li>• Graduation certification</li> <li>• Ordering &amp; distribution of diplomas (including appearance of names on diplomas)</li> <li>• Maintaining list of students attending Hooding Ceremony</li> </ul>
<p><b>Alumni &amp; Development Office</b>          Law School, Rooms 1001 &amp; 2011          613-7017</p> <p><i>Responsible for:</i></p> <ul style="list-style-type: none"> <li>• Gift distribution</li> <li>• Alumni hooders</li> </ul>	<p><b>International Studies Office</b>          Law School, Room 4059          613-7033</p> <p><i>Responsible for:</i></p> <ul style="list-style-type: none"> <li>• Candlelight Dinner</li> <li>• LLM Award for Leadership and Community Participation</li> </ul>
<p><b>University Marshal's Office</b>          Allen Building, Room 215          660-1555</p> <p><i>Responsible for:</i></p> <ul style="list-style-type: none"> <li>• Baccalaureate services &amp; tickets</li> <li>• Graduation exercises in Wallace Wade Stadium</li> </ul>	<p><b>Duke University Store</b>          Bryan Center          684-2344</p> <p><i>Contact for:</i></p> <ul style="list-style-type: none"> <li>• Ordering regalia</li> <li>• Distributing complimentary invitations to Graduation exercises</li> <li>• Ordering class rings or customized invitations/announcements</li> </ul>
<p><b>Conference Services</b>          Bryan Center, Room 66          660-1760</p> <p><i>Responsible for:</i></p> <ul style="list-style-type: none"> <li>• Online registration for Law School events</li> </ul>	<p><b>Photo Specialties</b>          800-722-7033  <a href="http://www.photospecialties.com">www.photospecialties.com</a></p> <p><i>Contact for:</i></p> <ul style="list-style-type: none"> <li>• Class photos</li> <li>• Individual Hooding Ceremony photos</li> </ul>

# Map of Campus



- P1** – Law School parking lot. Access available on Friday evening and all day Saturday and Sunday with student’s parking pass
- P2** – Chemistry lot. Available for overflow parking on Sunday (no pass required)
- P3** – Whitford lot. Available for parking during Hooding Ceremony on Saturday. Tell attendant you are with the Law School



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# Planning for May

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## Hotels

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- Have your family book their hotel rooms as early as possible
- The following listing of local hotels (sorted by distance from Law School) can also be found online at <http://www.law.duke.edu/alumni/reunion/accomodations>

<u>R. David Thomas Center</u> 919-660-6400 at the Fuqua School of Business 0.2 miles from Law School	<u>Washington Duke Inn - SOLD OUT</u> 919-490-0999 Cameron Blvd. (751) 0.51 miles from Law School
<u>Millennium Hotel</u> 919-383-8575 off Morreene Road 0.8 miles from Law School	<u>Brookwood Inn Durham</u> 919-286-3111 across from Duke Hospital 0.7 miles from Law School
<u>University Inn</u> 800-313-3585 across from Duke Hospital 0.8 miles from Law School	<u>Days Inn</u> 919-383-1551 Hillsborough Road 1.3 miles from Law School
<u>Quality Inn &amp; Suites</u> 919-382-3388 Hillsborough Road 1.8 mi from Law School	<u>Durham Hilton</u> 919-383-8033 Hillsborough Road 1.9 miles from Law School
<u>Morehead Manor Bed &amp; Breakfast</u> 888-437-6333 near Durham Bulls Athletic Park 1.8 miles from Law School	<u>Extended Stay America</u> 919-489-8444 near University Tower 2.0 miles from Law School
<u>Courtyard by Marriott</u> 919-309-1500 near Hillandale Road 2.1 miles from Law School	<u>Comfort Inn at Medical Park</u> 919-471-6100 Hillandale Road 2.1 miles from Law School
<u>Holiday Inn Express</u> 919-313-3244 Guess Road 2.2 miles from Law School	<u>Duke Tower Residential Suites</u> 866-385-3869 off Duke's East Campus 2.2 miles from Law School
<u>Durham Marriott</u> 919-768-6000 downtown Durham 2.3 miles from Law School	<u>Red Roof Inn</u> 919-471-9882 near Northgate Mall & North Pointe Shopping Center 2.4 miles from Law School

## Hotels Continued

<p><u>La Quinta Inn and Suites</u> 919-401-9660 15-501 near I-40 2.8 miles from Law School</p>	<p><u>Blooming Garden Inn</u> 888-687-0801 near downtown in the Holloway Historic District 3.1 miles from Law School</p>
<p><u>Homestead Studio Suites</u> 919-402-1700 15-501 &amp; University 4.0 miles from Law School</p>	<p><u>Homewood Suites by Hilton</u> 919-401-0610 15-501 &amp; I-40 4.4 miles from Law School</p>
<p><u>Best Western Skyland Inn</u> 919-383-2508 I-85 &amp; 70 4.4 miles from Law School</p>	<p><u>Comfort Inn</u> 919-490-4949 15-501 &amp; I-40 4.4 miles from Law School</p>
<p><u>Marriott Residence Inn</u> 919-933-4848 15-501 &amp; Franklin St. 5.8 miles from Law School</p>	<p><u>Sheraton Chapel Hill</u> 919-968-4900 15-501 &amp; Franklin Street 5.8 miles from Law School</p>
<p><u>Carol's Garden Inn</u> 877-922-6777 Alston Avenue 6 miles from Law School</p>	<p><u>Red Roof Inn</u> 919-361-1950 I-40 &amp; 55 6.1 miles from Law School</p>
<p><u>Days Inn</u> 919-929-3090 15-501 in Chapel Hill 6.4 miles from Law School</p>	<p><u>Hampton Inn and Suites</u> 919-403-8700 I-40 and 54 6.6 miles from Law School</p>
<p><u>Hampton Inn</u> 919-968-3000 15-501 in Chapel Hill 6.6 miles from Law School</p>	<p><u>Holiday Inn Express</u> 888-465-4329 I-40 and 54 6.6 miles from Law School</p>
<p><u>Holiday Inn</u> 888-465-4329 15-501 in Chapel Hill 6.6 miles from Law School</p>	<p><u>Doubletree</u> 919-361-4660 I-40 &amp; 55 6.7 miles from Law School</p>
<p><u>Comfort Inn</u> 919-361-2656 I-40 &amp; 55 6.8 miles from Law School</p>	<p><u>La Quinta</u> 919-484-1422 I-40 &amp; 55 7.0 miles from Law School</p>

## Hotels Continued

<p><u>Candlewood Suites</u> 919-484-9922 54 near I-40 7.1 miles from Law School</p>	<p><u>Courtyard by Marriott</u> 919-484-2900 55 &amp; 54 7.1 miles from Law School</p>
<p><u>Residence Inn by Marriott</u> 919-361-1266 55 &amp; 54 7.1 miles from Law School</p>	<p><u>Crossland Economy Studios</u> 919-484-1878 I-40 &amp; 55 7.5 miles from Law School</p>
<p><u>StudiosPLUS</u> 919-361-1853 54 &amp; 55 7.6 miles from Law School</p>	<p><u>Siena Hotel</u> 800-223-7379 Franklin Street in Chapel Hill 8.1 miles from Law School</p>
<p><u>Arrowhead Inn Bed &amp; Breakfast</u> 919-477-8430 North Durham off I-85 8.4 miles from Law School</p>	<p><u>Homestead Studio Suites</u> 919-544-9991 I-40 &amp; 55 8.4 miles from Law School</p>
<p><u>Radisson Research Triangle Park</u> 919-549-8631 I-40 &amp; TW Alexander 8.6 miles from Law School</p>	<p><u>Carolina Inn</u> 800-962-8519 at UNC-Chapel Hill 8.7 miles from Law School</p>
<p><u>Wyndham Research Triangle Park</u> 919-941-6066 I-40 &amp; South Miami Blvd. 9.1 miles from Law School</p>	<p><u>Marriott at Research Triangle Park</u> 919-941-6200 I-40 &amp; South Miami Blvd. 9.1 miles from Law School</p>
<p><u>Homewood Suites by Hilton</u> 919-474-9900 I-40 &amp; South Miami Blvd. 9.5 miles from Law School</p>	<p><u>Wingate Inn</u> 919-941-2854 I-40 &amp; Page Road 9.9 miles from Law School</p>
<p><u>Franklin Hotel</u> 866-831-5999 Franklin Street in Chapel Hill 10.2 miles from Law School</p>	<p><u>Sheraton Imperial</u> 919-941-5050 I-40 &amp; I-540 10.3 miles from Law School</p>
<p><u>Hilton Garden Inn Raleigh-Durham Airport</u> 919-840-8088 at RDU Airport 13.1 miles from Law School</p>	<p><u>The Umstead Hotel and Spa</u> (919) 447-4000 in Cary near RDU Airport 19.5 miles from Law School</p>

## Restaurants

Many families choose to make dinner reservations for Saturday evening following the Hooding Ceremony. As the Hooding Ceremony begins at 6:00 p.m., it is recommended you make your reservations no earlier than 8:30 p.m. Below is a non-comprehensive list of restaurants in the Durham area. For more information, visit: <http://www.durham-nc.com/dining/eat/index.php>

<b>Durham</b>	
<u>Anotherthyme Restaurant &amp; Bar</u> Brightleaf District 109 N Gregson Street (919) 682-5225 <a href="http://www.anotherthyme.com">www.anotherthyme.com</a>	<u>Blu Seafood and Bar</u> Ninth Street District 2002 Hillsborough Road (919) 286-9777 <a href="http://www.bluseafoodandbar.com">www.bluseafoodandbar.com</a>
<u>Blue Corn Cafe</u> 716 Ninth Street (919) 286-9600 <a href="http://www.bluecorn-tosca.com/">http://www.bluecorn-tosca.com/</a>	<u>Cafe Zen Sushi &amp; Asian Bistro</u> American Tobacco Campus 410 Blackwell Street, Suite 150 (919) 680-8888 <a href="http://www.cafezensushi.com">www.cafezensushi.com</a>
<u>Chamas Churrascaria Brazilian Steakhouse</u> Brightleaf Square 905 W Main Street # 115 (919) 682-1309 <a href="http://www.chamas.us">www.chamas.us</a>	<u>The Cheesecake Factory</u> The Streets at Southpoint 8030 Renaissance Parkway, Suite 950 (919) 206-4082 <a href="http://www.thecheesecakefactory.com">www.thecheesecakefactory.com</a>
<u>Elmo's Diner</u> 776 Ninth Street (919) 416-3823 <a href="http://www.elmosdiner.com">www.elmosdiner.com</a>	<u>Firebirds Rocky Mountain Grill</u> The Streets at Southpoint – Main Street (919) 544-6332 <a href="http://www.firebirdsrockymountaingrill.com">www.firebirdsrockymountaingrill.com</a>
<u>Fishmonger's Restaurant and Oyster Bar</u> Brightleaf District 806 W Main Street (919) 682-0128 <a href="http://fishmongers.net">http://fishmongers.net</a>	<u>Four Square</u> 2701 Chapel Hill Road (919) 401-9877 <a href="http://www.foursquarerestaurant.com">www.foursquarerestaurant.com</a>
<u>George's Garage</u> 737 Ninth Street (919) 286-4131 <a href="http://www.ghgrestaurants.com">www.ghgrestaurants.com</a>	<u>Maggiano's Little Italy</u> The Streets at Southpoint – Main Street (919) 572-0070 <a href="http://www.maggianos.com">www.maggianos.com</a>
<u>Magnolia Grill</u> 1002 Ninth Street (919) 286-3609 <a href="http://www.magnoliagrill.net">www.magnoliagrill.net</a>	<u>Mount Fuji</u> Brightleaf Square 905 W. Main Street Suite 21-B (919) 680-4968 <a href="http://www.zspotlight.com/mtfuji">www.zspotlight.com/mtfuji</a>

## Restaurants (Continued)

<p><u>Nana's Restaurant</u> 2514 University Drive (919) 493-8545 www.nanasdurham.com</p>	<p><u>Pao Lim Asian Bistro</u> 2505 Durham Chapel Hill Blvd (919) 419-1771 www.paolim.net</p>
<p><u>Papa's Grille</u> 1821 Hillandale Road (919) 383-8502 www.papasgrille.com</p>	<p><u>Parizäde</u> Erwin Square 2200 W Main Street (919) 286-9712 www.ghgrestaurants.com</p>
<p><u>P.F. Changs</u> Renaissance Center at Southpoint 6801 Fayetteville Road (919) 294-3131 www.pfchangs.com</p>	<p><u>Piedmont Restaurant</u> 401 Foster Street (919) 683-1213 http://piedmontrestaurant.com</p>
<p><u>Pop's, A Durham Trattoria</u> Brightleaf District 810 W Peabody Street (919) 956-7677 www.pops-durham.com</p>	<p><u>Rockfish Seafood Grill</u> The Streets at Southpoint – Main Street (919) 544-9220 www.rockfishseafood.com</p>
<p><u>Rue Cler</u> 401 E. Chapel Hill Street (919) 682-8844 www.ruecler-durham.com</p>	<p><u>Six Plates</u> 2812 Erwin Rd Durham (919) 321-0203 http://sixplates.blogspot.com</p>
<p><u>Sushi Love</u> 2812 Erwin Road, Suite 204 (888) 799-8037 www.sushilovedurham.com</p>	<p><u>Symposium</u> American Tobacco Historic District 318 Blackwell Street, Suite 100 (919) 433-0320 www.symposiumcafenc.com</p>
<p><u>Taverna Nikos</u> Brightleaf Square 905 W Main Street (919) 682-0043 www.historicbrightleaf.com</p>	<p><u>Tosca Ristorante Italiano</u> 604 W Morgan Street (919) 680-6333 www.bluecorn-tosca.com</p>
<p><u>Torero's</u> 800 W. Main Street 919-682-4197 www.historicbrightleaf.com</p>	<p><u>Tripps Restaurant</u> Northgate Mall 918 W. Club Blvd (919) 286-9199 www.trippsrestaurants.com</p>

<u>Vita</u> Erwin Square 2200 W Main St (919) 286-9755 www.ghgrestaurants.com	<u>Vin Rouge French Café &amp; Wine Bar</u> Ninth Street District 2010 Hillsborough Road (919) 416-0466 www.ghgrestaurants.com
<u>Washington Duke Inn &amp; Golf Club</u> 3001 Cameron Blvd (919) 493-6699 www.washingtondukeinn.com	<u>Watts Grocery</u> 1116 Broad Street 919.416.5040 www.wattsgrocery.com

<b>Chapel Hill/Carrboro</b>	
<u>Acme Food &amp; Beverage Co</u> 110 East Main Street, <i>Carrboro</i> (919) 929-2263 www.acmecarrboro.com	<u>Azure Grille</u> Meadowmont Village 407 Meadowmont Village Circle (919) 960-0707 www.azuregrille.com
<u>Bin 54 Steak &amp; Cellar</u> Glen Lennox Shopping Center HWY 54 at 15-501 (919) 969-1155 www.bin54restaurant.com	<u>Crook's Corner</u> 610 West Franklin Street (919) 929-7643 www.crookscorner.com
<u>Elaine's on Franklin</u> 454 West Franklin Street (919) 960-2770 www.elainesonfranklin.com	<u>Four Eleven (411) West</u> 411 West Franklin Street (919) 967-2782 www.411west.com
<u>Il Palio Ristorante</u> 1505 E Franklin Street (919) 929-4000 www.sienahotel.com/ilpalio	<u>Jujube</u> Glen Lennox Shopping Center 1201 Raleigh Rd (HWY 54 at 15-501) (919) 960-0555 www.jujuberestaurant.com
<u>The Lantern Restaurant</u> 423 West Franklin Street (919) 969-8846 www.lanternrestaurant.com	<u>Mama Dip's Kitchen</u> 408 West Rosemary Street (919) 942-5837 http://mamadips.com
<u>Owens 501 Diner</u> 1500 North Fordham Blvd (US 15-501) (919) 933-3505	<u>Provence Regional Cuisine</u> 203 West Weaver Street, <i>Carrboro</i> (919) 967-5008

<u>The Sage Café</u> (vegetarian and vegan-friendly) Timberlyne Shopping Center 1129 Weaver Dairy Rd (919) 968-9266	<u>Spice Street</u> 201 South Estes Drive (University Mall) (919) 928-8200 www.ghgrestaurants.com
<u>Spotted Dog Restaurant &amp; Bar</u> 111 East Main Street, <i>Carrboro</i> (919) 933-1117 www.novicetech.com/spotteddog/Index2.html	<u>Talulla's Mezze Lounge &amp; Bar</u> 456 West Franklin Street (919) 933-1177 www.talullas.com
<u>Thai Palace Restaurant</u> 1206 Raleigh Road (Cross Street: NC 54) (919) 967-5805	<u>Top of the Hill Restaurant &amp; Brewery</u> 100 East Franklin Street (919) 929-8676 www.topofthehillrestaurant.com
<u>Vespa Cibobuono</u> 306 West Franklin Street (919) 969-6600 http://chapel.hill.vespasta.com	<u>The Weathervane Cafe &amp; Garden</u> University Mall – A Southern Season 201 South Estes Drive (919) 929-9466 www.southernseason.com
<u>Zorba's Restaurant</u> 105 South Elliott Street 919-967-5517	

## Invitations & Announcements

Office of Student Affairs  
Duke University Store

- The Law School provides each student with eight complimentary invitations to the Hooding Ceremony (although there is no limit to the number of people who may attend). You may pick up these invitations at the Pre-Graduation Fair. After the Pre-Graduation Fair, invitations will be available in the Office of Student Affairs (Room 2007).
- The University provides each student with eight complimentary engraved invitations to the University Graduation Exercises. (Once again, there is no limit to the number who may attend). Additional invitations may be purchased for 50 cents each. Invitations may be picked up at the Duke University Store in the Bryan Center, **April 6-10**. If you are unable to pick up your invitations, you may obtain them by writing directly to the Duke University Store (Box 90850, Duke University, Durham, NC 27708-0850) before **Tuesday, April 7**. Please include \$1.00 to cover handling and mailing charges
- Custom graduation announcements (e.g., with your name printed on them) and/or class rings may be ordered through the Duke University Store in the Bryan Center.

The academic dress for recipients of law degrees consists of a black gown with purple velvet on the front and sleeves (signifying the law degree), a black mortarboard (a cap with a flat square attached) and purple tassel, and a hood. The hood is a type of elongated scarf worn over the shoulders. The border is purple velvet to signify the law degree and the lining is blue and white satin, representing Duke University.

### How to Order

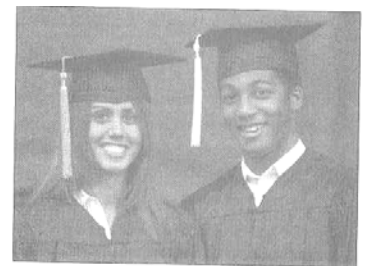
- All graduating law students wear rental apparel, which may be ordered online at [http://www.duke.edu/web/graduation/grad\\_apparel.html](http://www.duke.edu/web/graduation/grad_apparel.html)
- You must place your regalia order by **Monday, March 16**. You must fill out this online form even if you will not attend graduation. There is a place to indicate you will not be attending and no apparel will be ordered for you.
- *Taking Your Measurements.* To measure your head, wrap a paper tape measure around the largest part of your head, just above your ears. Alternatively, wrap a piece of string around your head and then measure the string against any ruler. Paper tape measures will be pinned to the bulletin board outside the Registrar's Office for your use. You will also need to give your height, in feet and inches.

### Pick Up & Payment

- Pick up your regalia at the Duke University Store in the Bryan Center beginning **Monday, April 27** between **9:00 a.m. and 4:30 p.m.** and until noon on **Saturday, May 9**.
- If you are unable to pick up your apparel at the designated time, you can arrange for someone to do so for you but they must have your payment and sizes to be certain the apparel is correct. *Please do not call the Office of the University Marshal or the University Store to request special arrangements for apparel.* Please indicate on the apparel card if you have your own academic apparel.
- You will pay the rental charge of \$44 when you pick up the regalia. This charge includes rental of the cap, gown and hood. However, the packet you receive from the Bryan Center does not contain the hood; it contains a gown, mortarboard and tassel. You will receive your hood at the Hooding Ceremony.
- Keep the yellow receipt! You will need this when you turn in your regalia.

### Wearing

- *Underneath the gown:* Business casual dress should be worn. Men should wear shirts and ties. Dark pants/skirts and shoes go best with the black gown. Be careful with your choice of shoes! You will have to walk up and down stairs to get on stage at the Hooding Ceremony and you must negotiate the stadium stairs at the University Graduation Exercises.
- *Mortarboard:* The mortarboard should be worn flat (with the square parallel to the ground) so that the tassel can fall straight down the side of the



Correct position of mortarboard. (Courtesy Heff Jones, Inc.)

face. (See picture). The tassel should be worn to the right side before you receive your degree, after which time it can be moved to the left. (Degrees are not officially conferred until the University Graduation Exercises).

- *Hood*: The hood will be placed on you at the Hooding Ceremony. When you don it again for the University Graduation Exercises, the hood is put on over the head with the tapered end in front and the velvet side up. The string loop may be fastened to a shirt/blouse button to eliminate the velvet from rubbing uncomfortably on the neck, and to keep the hood from sliding off of the shoulders. Turn the lining colors out in the back of the hood. The back of the hood has a cord and button to prevent the hood from slipping off the shoulders.
- *If you're receiving a second, non-law degree* (MD, PhD, MBA, MS, MA, MPP, MEM, MTS): It is improper to wear two hoods at the same time. At the Hooding Ceremony, you should wear your law gown and tassel. If you so choose, you may drape the hood for your other degree over your left arm. For the University Graduation Exercises, you should wear the full academic apparel (gown, hood, tassel) of the degree with which you choose to sit. You may drape the hood for the other degree over your left arm and stand a second time when that degree is called during the ceremony.

### Returning

- Regalia and hoods must be returned on **Sunday, May 10** between **11:30 a.m. and 1:00 p.m.** to the regalia/hood return table in the Blue Lounge. Bring your yellow receipt. If you leave your regalia lying somewhere in the building, you will be charged the purchase price for it.
- If you do not return your regalia to the Law School on May 10, you must return it directly to the Duke Store in the Bryan Center.
- You may keep your tassel.

### Purchasing

- The gowns, caps and hoods worn during Graduation are rented and must be returned. However, if you'd like to purchase any piece of the graduation regalia to keep, contact the Duke University Store to order unused items.

## Pre-Graduation Fair

Office of Student Affairs

The Pre-Graduation Fair is a great opportunity to ask graduation-related questions and check several items off your graduation "to do" list. All graduating students should attend.

Representatives from the Offices of Student Affairs, Registrar, Public Interest & Pro Bono, the Career and Professional Development Center, and University Stores will be present. The Fair will be held **Tuesday, March 3** from **9:00 a.m. – 4:00 p.m.** in the Star Commons. At the Pre-Graduation Fair, you will be able to:

- Order your regalia
- Pick up your complimentary invitations for the Hooding Ceremony
- Verify with the Registrar's Office if you will be attending the Hooding Ceremony, how to pronounce your name during the Hooding Ceremony and how you want your name to appear on your diploma
- Order customized announcements and/or rings from an outside vendor

- Receive information on Justin Miller Awards & LLM Awards for Leadership & Community Participation
- Receive information on graduation week events
- Inform the Career and Professional Development Center where you will be working next year
- Pick up an order envelope for the class picture

## Class Picture

Office of Student Affairs

- The Class Photo will be taken on **Tuesday, March 17** (rain date: **March 18**) at **12:15 p.m.** on the front lawn. Smaller group shots will also be taken of JDs and LLMs. Please wear a dark suit for the shoot.
- *Ordering Photos:* Envelopes/order forms will be distributed at the pre-graduation fair. Please fill out, enclose payment, and bring to the shoot. Within a month of the shoot, Photo Specialties will set up a day and time to distribute the photos at the Law School (to be announced in the Duke Law Daily). Any photos not picked up at the specified time will be available in the Office of Student Affairs (Room 2007). To order pictures at a later date, contact Photo Specialties directly (800-722-7033).

## Academics/Diplomas

Registrar's Office

- You must confirm in ACES, the way in which you want your name to appear on your diploma. This must be done by **January 31**. You must also complete the phonetic pronunciation of your name in ACES because your name will be read during the Hooding Ceremony.
- *Application for Graduation Certification:* In order to be certified for graduation, you must complete, sign, and submit to the Registrar the required "Application for Graduation" Form along with an Advisement Report printed from ACES after your spring 2009 schedule is finalized but no later than **Tuesday, December 9**. All incompletes, missing grades and other issues relating to your graduation requirements must be resolved before **March 1**. It is your responsibility to work with the relevant faculty, the Office of Student Affairs, or the Registrar's Office to resolve any outstanding issues before March 1 to prevent your graduation from being delayed until September 2009.
- All spring semester coursework must be complete and turned in to your professors no later than **Monday, May 4**.
- You may pick up your diploma(s) at the Law School on **Sunday, May 10** between 11:30 a.m. and 1:00 p.m. If you do not receive your diploma on Sunday, it may be picked up in the Registrar's Office during normal business hours the following week. Any diplomas not distributed by **Friday, May 15** will be mailed to the address on file in ACES.

The Office of Student Affairs is pleased to announce the Justin Miller Awards for graduating Duke Law students. Justin Miller served as Law School Dean from 1930-34. Among other accomplishments, he is credited with bringing national attention to the Law School and instilling the qualities that continue to make Duke Law an exceptional place to study. As today's Duke Law Blueprint attests, the principles Dean Miller espoused some 70 years ago remain a part of the foundation of this Law School. In honor of Dean Miller and in the spirit of his words, we present the following awards:

- *Award for Leadership* – The recipient is someone who has been especially active in the Law School and/or the greater Durham community, who demonstrates initiative and leads by example. He or she takes responsibility for his or her actions and encourages others to do the same.
- *Award for Integrity* – The recipient is a courageous person with strong principles, a solid character, and a true sense of altruism. Demonstrating an appreciation for honesty and justice, he or she instills these same qualities in others.
- *Award for Citizenship* – A genuine enthusiasm for the Duke Law School community distinguishes this recipient as someone who brings people together in constructive ways. With a spirit of optimism, he or she looks beyond individual differences to find common ground in mentoring relationships with others.
- *Award for Intellectual Curiosity* – Not necessarily the student with the highest grades or the most academic honors, the recipient is a person who truly enjoys learning. He or she has an intellectual hunger and passion for the law and consistently shares this with and encourages it in others.

### **Eligibility and Selection Process:**

Nominees must be 3L or LLM students. Nominations will be accepted from students only, and students from *any class* may offer nomination(s). Nominations will be reviewed by a committee of students, faculty, and administrators, and the recipients will be announced at the Graduation Gala on Wednesday, May 6. For more information and to submit a nomination, please visit: <http://www.law.duke.edu/studentaffairs/millerawards>

Nominations must be submitted online by **Friday, March 27, at 5 p.m.**

### **Awards:**

Each recipient will receive a gift, and a book in the Law Library will be dedicated on his or her behalf. Plaques with the names of the winners will be displayed next to the portrait of Dean Justin Miller.

## **LLM Award for Leadership and Community Participation**

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Office of International Studies

Starting in 2005, the Law School began the tradition of recognizing LLM students during graduation activities who have exhibited outstanding Community Service and Leadership.

### **2008 Winners: Carlos Gabriel Kaplan, Masaya Tsuda**

The person selected should distinguish him or herself by demonstrating the following attributes:

1. Engagement with the whole Law School community in addition to showing leadership among the LLM students
2. Showing a display of concern for the well-being of LLM students at the Law School and at the University
3. Making effective efforts to promote integration of LLM and JD students
4. Participating in Law School organizations and activities
5. Devoting attention to academic performance in Law School courses

### **Eligibility and Selection Process:**

LLM students are asked to submit a one page nomination, including reasons and examples if applicable, of the person nominated. Please submit to the International Studies Office by **Friday, April 10**. The contents of the nomination will not be revealed (but may be summarized at the award ceremony) and should be submitted in an envelope. The recipient will be announced at the Graduation Gala on **Wednesday, May 6**.

### **Awards:**

Each recipient will receive a gift, and a book in the Law Library will be dedicated on his or her behalf. A plaque with the names of the winners will be displayed in the International Studies suite.



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# Graduation Week

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## Registering for Law School Events

Office of Student Affairs

Registration and/or payment for all Law School events (Gala, BBQ, Candlelight Dinner, Hooding Ceremony, Receptions) must be completed online. A link to the registration page will be sent to you in **late-February**. Registration must be completed by **Friday, May 1**. You will be able to register at the Pre-Graduation Fair on **Tuesday, March 3**. Technical questions regarding the registration website should be directed to Conference Services at 660-1760. Event-specific questions not answered below, may be directed to the Office of Student Affairs.

## Graduation Gala

Office of Student Affairs

**Date:** Wednesday, May 6  
**Time:** 6:30 p.m. – 12:00 a.m.  
**Description:** Celebrate with your classmates, faculty, and administrators at this semi-formal dinner and dance. This event will feature a slide show and the presentation of the Class Gift, Justin Miller Graduation Awards and LLM Award. Festivities begin with hors d'oeuvres and cocktails, followed by dinner and dancing.  
**Who's Invited:** All graduating students and students' spouses and dates  
**Cost:** Free for students, \$30 charge for guests  
**Dress:** Semi-formal  
**Location:** Bay 7, American Tobacco Campus

**Directions/Parking:**

- Leaving the Law School parking lot, take a right onto Towerview.
- When Towerview dead ends, turn left onto Duke University Road.
- On Duke University Road, head toward downtown until Duke University Road becomes Chapel Hill Street.
- Turn right onto Pettigrew Street.
- Turn right into the parking garage. (Parking for this event is in the Pettigrew lot, NOT the lot next to Mellow Mushroom).
- Follow the sidewalk into the American Tobacco courtyard. Turn to your right. Bay 7 will be on your right.

**Handicap Access:**

- When on Chapel Hill Street, turn right onto Willard Street (the road before Pettigrew Street; there is a "Durham Bulls Parking →" sign.)
- Turn left at the stop sign.
- Follow the road around until you are in the parking lot between American Tobacco and University Ford. Look for the door that says "Bay 7."
- You can drop off passengers and then park in parking garage or you may be able to find limited parking in this lot.

## Bluegrass Barbeque

Office of Student Affairs

- Date:** Friday, May 8  
**Time:** 5:00 p.m. – 7:00 p.m.  
**Description:** Don't miss your last chance to indulge in pulled pork, barbecued chicken, coleslaw, and banana pudding (vegetarian option also provided). Bring your family and dine to the tunes of live bluegrass.  
**Who's Invited:** All graduating students and guests  
**Cost:** \$10 per person, free for children under the age of 5  
**Dress:** Casual  
**Location:** Doris Duke Center, Sarah P. Duke Gardens  
**Directions/Parking:**
- Leaving the Law School parking lot, take a right onto Towerview.
  - When Towerview dead ends, turn left onto Duke University Road.
  - Turn left onto Anderson Street.
  - Turn left into the Gardens entrance. The Doris Duke Center will be on the right.
  - There are two parking lots (one on the left, one past the Center on the right). Although there are parking pay stations, *you are not required to pay for parking after 5:00 p.m.*
- Handicap Access:**
- There is a drop-off area in front of the Doris Duke Center for unloading passengers.

## Candlelight Dinner

Office of International Studies

- Date:** Friday, May 8  
**Time:** 7:00 p.m. – 11:00 p.m.  
**Description:** This event proves to be one of the most special of the year, as the families and friends of international and LL.M. students travel from around the world to share in graduation.  
**Who's Invited:** International students and guests  
**Cost:** Free  
**Dress:** Business casual to semi-formal  
**Location:** Law School, Star Commons  
**Parking:** Students can use their parking passes to enter the Law lot.

## Baccalaureate Services

University Marshal's Office

- Date/Time:** Surnames A-G: **Friday, May 8, 5:00 p.m.** (procession begins 4:50)  
Surnames H-O: **Saturday, May 9, 11:30 a.m.**  
(procession begins 11:20)  
Surnames P-Z: **Saturday, May 9, 3:00 p.m.**  
(procession begins 2:50)

<b>Description:</b>	The Baccalaureate is a service inherited from the universities of Western Europe and associated with the commencement exercises of American colleges and universities since colonial times. The baccalaureate service remains an integral part of the commencement activities of many of America's privately endowed institutions and symbolizes the connection between these increasingly secular institutions and their historic origins.
<b>Who's Invited:</b>	All graduating students. Each degree candidate is entitled to <i>three guest tickets</i> for the Baccalaureate Service, which allows for seating in Page Auditorium or Duke Chapel. Tickets are not required for candidates for degrees. Tickets are obtained the week of <b>April 20</b> in Room 215 of the Allen Building. Baccalaureate tickets unclaimed after <b>April 23</b> will be distributed on a first-come basis in a "Ticket Clearinghouse" on <b>Friday, April 24</b> . The clearinghouse also provides a means for the exchange of tickets for the several services. The clearinghouse opens at <b>9:00 a.m. on Friday, April 24</b> , in A290 Smith Warehouse and will remain open until all tickets have been distributed. Only two tickets per person will be issued at the clearinghouse, but there is no limit to the number of times an individual may enter the line.
<b>Cost:</b>	Free, tickets required
<b>Dress:</b>	Regalia
<b>Location:</b>	Duke Chapel (students), Page Auditorium (guests)
<b>Parking:</b>	Students can use their parking passes to enter the Law lot.

## **Hooding Ceremony**

Office of Student Affairs

<b>Date:</b>	<b>Saturday, May 9</b>
<b>Time:</b>	<b>5:00 p.m.</b> Student Line-Up. All students <b>MUST</b> report to the Towerview side of Cameron Indoor Stadium at 5:00 p.m. to line up in alphabetical order. <b>6:00 – 8:00 p.m.</b> Ceremony. Doors to Cameron will not open for family members until 5:30 p.m.
<b>Description:</b>	The graduation ceremony solely for the Law School. Graduating students will have their names individually read and be presented with their law hoods onstage. DVDs of the ceremony as well as individual student pictures will be available for purchase (see "Post Graduation" below).
<b>Who's Invited:</b>	All graduating students and guests
<b>Cost:</b>	Free to all, no tickets required
<b>Dress:</b>	Regalia
<b>Location:</b>	Cameron Indoor Stadium

### **Directions/Parking:**

- Students will be able to swipe into the Law School lot.

- Parking will also be available in the Whitford lot next to Cameron. From Science Drive, turn onto Whitford Drive (across from the entrance to Fuqua) and go up the hill. The parking lot is on the right. Tell the parking attendant you are with the Law School.

**Handicap Access:**

- Passengers may be dropped off at the circle in front of Cameron, if needed.
- Handicap seating will be available on the ground level of Cameron. Staff will be available to assist.

**Special Deadlines:**

- If you will NOT be attending the Hooding Ceremony, you must let the Registrar’s Office know by **Friday, May 1**.
- If an immediate family member or spouse is a Duke Law alum, he or she may hood you (come on stage and place the hood over your head) at the Hooding Ceremony. If you wish to take advantage of this opportunity, you must inform Susan McLean, Director of Alumni Relations (Room 1001, [mclean@law.duke.edu](mailto:mclean@law.duke.edu)) no later than **Friday, April 3**.

**Champagne Reception**

Office of Student Affairs

**Date:** Saturday, May 9  
**Time:** Immediately following Hooding Ceremony  
**Description:** A chance to take family photos and group shots with other classmates before heading out for dinner. Champagne and light appetizers will be served.  
**Who’s Invited:** All graduating students and guests  
**Cost:** Free to all, no tickets required  
**Dress:** Regalia/business  
**Location:** Tent outside Cameron  
**Directions/Parking:** See “Hooding Ceremony” above

**Bagel Breakfast/Student Line Up**

Office of Student Affairs

**Date:** Sunday, May 10  
**Time:** 8:00 a.m. Breakfast  
 8:45 a.m. sharp – Line up leaves Law School  
**Description:** A light breakfast will be served prior to students lining up to proceed to Wallace Wade Stadium for the University Graduation Exercises  
**Who’s Invited:** All graduating students and guests  
**Cost:** Free to all, no tickets required  
**Dress:** Business, bring Regalia with you! (also bring an umbrella if rain is in the forecast)  
**Location:** Law School, Star Commons  
**Directions/Parking:**

- Students will be able to swipe in to the Law School lot.

- Should the Law lot fill up, the Chemistry lot across the street (on Circuit Drive) will be open and available for all guests.

## University Graduation Exercises

University Marshal's Office

<b>Date:</b>	<b>Sunday, May 11</b>
<b>Time:</b>	<b>8:45 a.m. sharp</b> – Student line up leaves Law School. If you're late, go directly to the East Gate of Wallace Wade Stadium (the side closest to campus) <b>9:30 a.m.</b> – Procession of all degree candidates into the stadium <b>10:00 a.m.</b> – Ceremony begins
<b>Description:</b>	The graduation ceremony for the entire University, the event will feature a keynote speaker, student speakers and conferral of degrees by President Richard H. Brodhead. You have not "officially" graduated until this ceremony is complete.
<b>Who's Invited:</b>	All graduating students and guests
<b>Cost:</b>	Free to all, no tickets required
<b>Dress:</b>	Regalia
<b>Location:</b>	Wallace Wade Stadium
<b>Directions/Parking:</b>	See "Bagel Breakfast" above
<b>Handicap Access:</b>	The University is unable to offer reserved or handicapped parking. However, guests who are unable to walk from designated parking areas may be driven to the entrance of each venue, but cars must be parked elsewhere. Reservations or advance notice are not necessary; simply check with the officer at each event for instructions. Golf carts are available at the Graduation Exercises for transport to seating. No advance notice or reservations are necessary; simply check with student marshals at each event for instructions.

## Farewell Tea

Office of Student Affairs

<b>Date:</b>	<b>Sunday, May 10</b>
<b>Time:</b>	<b>11:30 a.m. – 1:00 p.m.</b>
<b>Description:</b>	Stop by the Law School after the Graduation Exercises for refreshments, regalia return and diploma pick up.
<b>Who's Invited:</b>	All graduating students and guests
<b>Cost:</b>	Free to all, no tickets required
<b>Location:</b>	Law School, Star Commons
<b>Directions/Parking:</b>	See "Bagel Breakfast" above
<b>Special Instructions:</b>	Students, be sure to: <ul style="list-style-type: none"> <li>• Turn in your regalia (bring your yellow receipt!). You may keep your tassel.</li> <li>• Give us your forwarding address, if you have not done so already.</li> <li>• Pick up your diploma(s).</li> <li>• Pick up your graduation gift from the Alumni and Development Office.</li> </ul>



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# Post-Graduation

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## **Update Your Address!**

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**Office of Alumni & Development**

It is vitally important that you keep your address up-to-date! As an alum, you'll receive copies of *Duke Law Magazine*, periodic updates from the Dean and invitations to alumni events, but you won't get them unless we have the correct address. You can update your address anytime by visiting <http://www.law.duke.edu/alumni/alumdir/update.html>, e-mailing [alumni\\_office@law.duke.edu](mailto:alumni_office@law.duke.edu) or visiting the Duke Alumni Association Directory (see below).

## **Alumni Directory/E-Mail Account**

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**Duke Alumni Association**

Around **July 1** you will have access to the Duke Alumni Association Directory. This directory allows you to 1) search all Duke alums (not just Law alums) and 2) see and update your personal contact information. You will need to create your own user name and password. Go to [www.dukealumni.com](http://www.dukealumni.com) and click on "Alumni Directory."

At this time, you will also be able to sign up for a lifetime alumni e-mail address (ending in @alumni.duke.edu). This is not a fully-functioning account; it is an address which will forward to another account of your choice (yahoo, hotmail, etc.). Go to [www.dukealumni.com](http://www.dukealumni.com), click on "Member Services" and click "Lifetime E-Mail Forwarding Service."

## **Duke Law E-Mail/Server Access**

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**Computing Services**

In **December**, graduating students' network accounts, including GroupWise e-mail, will be terminated. Any files remaining on your network home directory and any messages in your GroupWise mailbox will be deleted and will be absolutely unrecoverable. Messages addressed to your GroupWise mailbox on and after that date will be returned to the sender as undeliverable. Therefore, it is crucially important that we have a non-Duke Law e-mail address on file for you. You will receive more information regarding the termination directly from Academic Technologies.

## **Hooding Ceremony Pictures**

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**Photo Specialties**

Proofs of your individual Hooding Ceremony pictures will be e-mailed to you directly from the photographer (Photo Specialties) within one week of the event and mailed within two weeks. Instructions on how to order will be included.

## **Hooding Ceremony DVDs**

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Office of Student Affairs

The complete Hooding Ceremony will be available for purchase on DVD. The purchase price is \$10. You may order the DVD online when you register for the Law School events. If you do not decide until after Graduation that you would like to purchase a DVD, please contact the Office of Student Affairs at 613-7007.

DVDs will be available for pick-up in the Office of Student Affairs (Room 2007) beginning on **Wednesday, May 13**. DVDs will be held for one week (until **May 20**) and then shipped to the address on file.

## **Post-Graduation Survey**

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Office of Student Affairs

Within a week, you will receive an e-mail from the Office of Student Affairs with a link to an online post-graduation survey (also available on the graduate website). This is your opportunity to provide feedback about all of the Graduation events. Your responses will help make improvements for future classes.