



December 6, 1996

MEMORANDUM

Office of the Director
Division of Student Affairs
St. Petersburg Campus
University of South Florida
140 Seventh Avenue South, DAV 118
St. Petersburg, Florida 33701-5016
(813) 893-9162
FAX (813) 893-9610

TO: Platform Guests
USF St. Petersburg Commencement

FROM: *STEVE*
Steve Ritch and the 1996 Commencement Committee

SUBJECT: St. Petersburg Fall Commencement Convocation
December 16, 7:00 p.m.

We are delighted that you will be participating in the 1996 Fall Commencement Convocation in St. Petersburg. The Convocation will be held in the Mahaffey Theater at the Bayfront Center (use Exit 9, the I-175 exit off I-275 South). Enclosed is information we believe will be helpful to each of you. If you have any questions, please call me at 893-9162.

- PARKING: Courtesy Parking Permit enclosed.
- TIME & PLACE OF ROBING: 6:15 p.m. - 6:40 p.m. in the Sun Pavilion Room. The processional order and platform seating guides will be available and posted in the Sun Pavilion Room.
- ADMISSION: Guests are required to have tickets. While you should encounter no difficulty with entry, a ticket is enclosed to avoid any misunderstandings with ushers.
- PLATFORM: A program and name card will mark your place.
- ORDER OF EXERCISES: Copies of the script will be placed at both microphones on the stage. A copy is enclosed for your information.

