



April 10, 2009

Dear May 2009 Graduate:

We are happy to announce that a **limited** number of additional Commencement tickets are available for both ceremonies. **Beginning at 7 a.m. on Tuesday, April 14**, email requests for additional tickets will be accepted on a first-received basis. Additional tickets issued will be limited to four (4) tickets per graduate until the supply is exhausted. Tickets will be mailed to the address provided by the graduate.

Procedure for Requesting Additional Commencement Tickets

1. Requests must be made by email beginning at 7 a.m. on Tuesday, April 14, and sent to gradtix@uncc.edu
2. Include the following information in your email:
 - Full Name
 - Student ID Number
 - Ceremony Time
 - 10 am for Colleges of Education and Liberal Arts and Sciences
 - 3 pm for Colleges of Arts and Architecture, Business, Computing and Informatics, Engineering, and Health and Human Services
 - Number of tickets requested (maximum of 4)
 - Address tickets should be mailed to
3. Graduates will receive an email acknowledgement by Friday, April 17, indicating the status of their request.
4. Tickets will be mailed the week of April 20.

DO NOT SEND YOUR REQUEST UNTIL 7 AM ON APRIL 14. REQUESTS RECEIVED BEFORE 7 AM ON APRIL 14 WILL BE PUT AT THE END OF THE LIST.

Should you have any questions, please contact the Commencement Ticket Distribution Office by email at gradtix@uncc.edu or call 704-687-6587.

Sincerely,

Registrar's Office