Graduation Instructions

Accessibility Services, 123 Row Hall, counseling@westga.edu, (678) 839-6428,
http://www.westga.edu/accessibility
Updated December, 2014

Graduating Students with Disabilities

Consider the following recommendations:

- Make sure you have completed the application for graduation by the deadline.
- If you require special assistance or accommodations during the ceremony, be certain to check the box for "special assistance" on your graduation application. This step will ensure that a representative from the Registrar's Office will contact you prior to the ceremony to discuss your needs. If you have questions or concerns, please contact the Registrar's Office at (678) 839-6438 or **graduation@westga.edu**.
- Use the curbside drop-off site located in front of the **Coliseum** at the tent marked "For Guests with Disabilities."
- Handicapped parking spaces at the **Coliseum** are limited; however, students with state-issued handicapped parking permits may park in any handicapped space on campus or in any "green" parking space NOT marked "reserved."
- After the ceremony, graduates will be dismissed to the front lawn; students can meet their guests at the "For Guests with Disabilities" tent for convenience. Students are welcome to remain seated in this area to visit, take pictures, and have easy, curb-side pick-up.
- For more information concerning graduation go to **http://www.westga.edu/registrar/460.php**.

Guests with Disabilities

Consider the following recommendations:

- Guests requiring enlarged font or Braille programs should contact the **Coliseum** at (678) 839-5105 at least two weeks prior to the ceremony for assistance.
- Guests with disabilities are encouraged to arrive at the **Coliseum** at least one hour prior to the ceremony.
- Use the curbside drop-off site located in front of the **Coliseum** at the tent marked "For Guests with Disabilities."
- Handicapped parking spaces at the **Coliseum** are limited; however, guests with state-issued handicapped parking permits may park in any handicapped space on campus or in any "green" parking space NOT marked "reserved."
- Inside the **Coliseum**, the seating areas for guests with disabilities are located around the perimeter of the building at street level. These areas are designated by the blue and white universal handicapped signs. Due to limited seating capacity, guests with disabilities are allowed to select only one person to sit with him/her in this area during the ceremony.
- If assistance is needed, ushers are available at the front entrance throughout the ceremony. All restrooms are located on the same level as the designated handicapped seating area and are handicap accessible.