

# IMPORTANT INFORMATION FOR RUTGERS BUSINESS SCHOOL MBA AND SPECIALTY MASTER'S GRADUATING STUDENTS 2021



**RBS Virtual Graduate Convocation is scheduled on**

**Friday, May 28, 4:30pm.**

**Updates to this information will be made available at:**

**<https://myrbs.business.rutgers.edu/graduation/graduate-students>**

You will be receiving an email from NameCoach, the vendor we are using for our virtual ceremony this year. You will need to record your name so that it will be announced correctly during our virtual ceremony procession. Please keep an eye out for this email. You will have until April 25 to upload a professional picture and quote as well. You are receiving this email because you applied for a May 2021 diploma or Oct. 2020 and January 2021. This year we will be calling each graduate's name. Closed captioning will be provided as well.

Please ignore any materials or information you received with the date of May 16. That is not your graduation. Your virtual graduation date is May 28 at 4:30pm, please ignore any other days on the Bookstore webpage as well.

## **REGALIA**

Purchasing regalia is **optional** this year. Students are not required to wear regalia for the pictures you will be uploading for NameCoach. We would like you to upload a professional picture for the virtual ceremony.

If you choose to order a cap and gown for pictures or an event you are planning, please place your order using the link below by May 5<sup>th</sup> to receive your gown prior to May 28<sup>th</sup>. You should select the business graduate bundle/package which includes a gown, cap, tassel, hood and the stole of gratitude. Cost is \$135.00. Please use the link below to place your order.

<https://rutgersnewarkbusiness.shopoakhalli.com/>

Go to Let's Get Started, then select Master Package, Business Graduate Programs.

The gown will be mailed to your home. Below is a picture of what all MBA and Specialty Master's students will receive in their Master package for their Business Graduate Programs: a gown, a cap, a tassel, a hood and a stole of gratitude. Please note that if you receive your package and open it, you will not be able to return it.



**«Diploma Email»CHANGE OF ADDRESS FOR DIPLOMA**

*If you applied for our diploma and your address has changed, please use the link below to provide your new address by May 15, 2021.*

<https://forms.registrar.newark.rutgers.edu/app/registrar/login.asp>

*If you are an Oct. 2020 or January 2021 graduate and have received your diploma but moved recently, **please email me your new address so we may send your graduate gift box to the correct address.***

**NAME CHANGE FOR YOUR DIPLOMA**

*If you would like the name on your diploma to appear differently than what you originally entered on your diploma application, please use the link below to provide your name as you would like it to appear on your diploma by May 15, 2021.*

<https://registrar.newark.rutgers.edu/change-name-1>