




OFFICE OF ACADEMIC ADVISING

GRADUATION PREPARATION



AGENDA

- Commencement Ceremony ≠ Graduation
 - Graduation Registration and Transfer Center forms
 - Graduation Application / Graduation Survey
(for those who haven't completed them)
 - Graduation Requirements
 - Things to Remember and Guest Rules
 - Instructions to Order Caps/Gowns and Graduation Rings
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Ceremony

Group 1 - 10:00 am

Bachelor of Social Work
Bachelor of Arts in Psychology

Associate of Arts (AA)
Liberal Arts and Science

- Interdisciplinary
- Psychology
- Social Service
- Child Development
- Addictions
- Spanish
- Computer Information System
- Criminal Justice
- Business Administration

Associate of Applied Science (AAS)
Culinary Arts
Respiratory Therapy

Associate of General Studies (AGS)

Ceremony

Group 2 - 2:00 pm

Associate of Applied Science (AAS)
Early Childhood Education
Accounting
Business Management
Computer Information System
Administrative Assistant

* Students should arrive one hour
prior to the time of the ceremony

GRADUATION REQUIREMENTS

1. Have satisfactorily completed all the courses / credit hours required for a specific degree
2. Have completed the residence requirements
3. Have at least a cumulative GPA of 2.00
2.75 for the Bachelor of Social Work
4. Have your High School or GED transcripts on file with the Admissions Office
5. Have a graduation application (with survey box checked) on file with the Registrar's Office
6. Remove impediments for graduation by May 12th, 2017
 - Bring any document requested by the College
 - Resolve any outstanding incomplete grades by that date
 - Have your advisor fill out substitution forms if needed Complete the online graduate survey

COMMENCEMENT CEREMONY REQUIREMENTS

- Graduation requirements have been fulfilled
- Students who are expected to graduate by summer are also allowed to participate*, actual graduation occurs when graduation requirements have been fulfilled
- Only 1 Commencement; 3 graduations per academic year



REQUIREMENTS TO RECEIVE YOUR DIPLOMA AND/OR OFFICIAL TRANSCRIPTS



1. Graduation requirements have been completed
2. No outstanding debt with the College

**The actual diploma will be available at a later time:
check the letter you'll receive inside the cover**

GRADUATING WITH HONORS

3.900 - 4.000	Summa Cum Laude
3.700 - 3.899	Magna Cum Laude
3.500 - 3.699	Cum Laude

Medals will be provided when you register the day of the event

THINGS TO REMEMBER...

- **Dress to impress!**

Gentlemen: dress slacks, white/light color collared shirt, tie, and dress shoes

Ladies: dress, skirt, or dress pants, and dress shoes. No purses!

- **Ladies** graduating with an **Associate Degree MUST** wear the white collar provided with the gown; bring a safety pin to secure it to your gown

- **ONLY** those graduating with a **Bachelor's Degrees** wear stoles provided with their cap and gown

- **Honor students** wear medals (GPA 3.500 – 4.000) No exceptions!

- **Iron your gown** before graduation day and use hairpins to secure your cap

- **Come prepared!** No staff will be able to accommodate safety pins, etc. and there is no wardrobe assistance available or additional caps/gowns

- **Tassels** hang to the right of the cap; once officially graduated you'll be asked to change it to the left

- **Keep the order of the procession**, follow the ushers' instructions... your graduation is a lot of fun, but should be taken seriously!

GUEST RULES

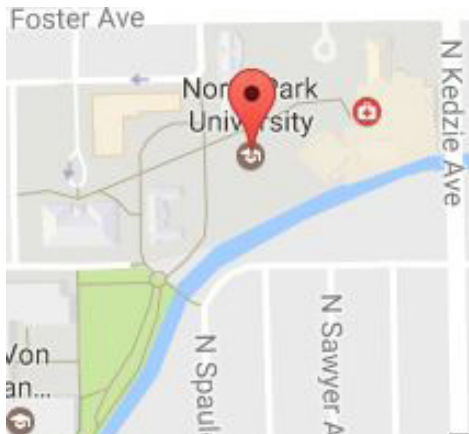
- No pre-set limit of guests; be considerate to your fellow graduates
- Guests will be allowed to enter the gym 30 minutes before the beginning of the event
- If your guest or your child/children become disruptive, they will be asked to step out
- Street parking and two free parking lots available (see map & directions)
- All guests must remain seated during the ceremony
- Guests are not allowed at any time to move toward the stage to take pictures
- Only handheld cameras and recording devices allowed
- Put all cell phones and other electronic devices on silent mode
- No balloons
- No food or beverages of any kind (we'll use a rented facility)
- No vendors allowed on ground
- No running or pushing; please enter/exit in a fashionable manner
- Cooperate with staff organizers to make the most out of your graduation!

COMMENCEMENT LOCATION

There will be two Commencement Ceremonies; both will take place on **May 27th at North Park University**, 3225 W. Foster Ave.
(Corner of Foster and Kedzie)

10:00 am

BSW, BAP, AA in Liberal Arts and Business Administration, AGS, and
AAS in Culinary Arts and Respiratory Therapy



Sign-in begins at **9:00 am** and the ceremony will start at **10:00 am** sharp. There is a lot to do, do not be late!

Children should be accompanied by an adult for security reasons

Child care services (ages 3-12) are available upon prior reservation at St. Augustine College (Main Campus)

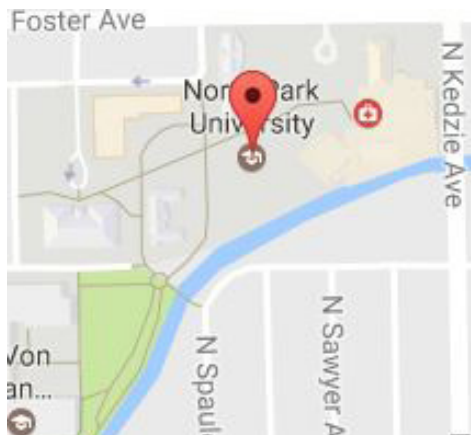
Disruptive guests will be asked to leave the event; children must be supervised at all times

COMMENCEMENT LOCATION

There will be two Commencement Ceremonies; both will take place on **May 27th at North Park University**, 3225 W. Foster Ave.
(Corner of Foster and Kedzie)

2:00 pm

AAS in Early Childhood Education, Accounting, Business Management, Computer Information Systems, and Administrative



Sign-in begins at **1:00 pm** and the ceremony will start at **2:00 pm** sharp. There is a lot to do, do not be late!

Children should be accompanied by an adult for security reasons

Child care services (ages 3-12) are available upon prior reservation at St. Augustine College (Main Campus)

Disruptive guests will be asked to leave the event; children must be supervised at all times

CONGRATULATIONS FROM HERFF-JONES!

Visit the links below to order St. Augustine College Graduation Products
http://colleges.herffjones.com/college/_SAC/

1. Select

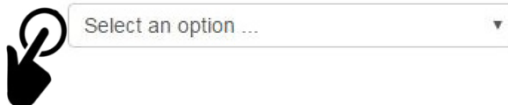


2. Choose your school, campus, or organization:



St. Augustine College

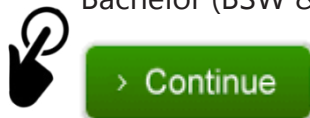
Choose your school, campus, or organization:



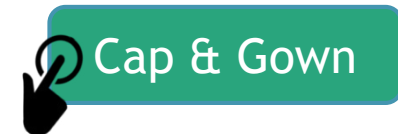
3. Choose your degree type:

Associates

Bachelor (BSW & BAP)



4. Select



5. Select



\$0.00

Cap, Gown, Tassel
Stole

6. Fill out student information



7.

8.



BETTER NOW THAN ON
GRADUATION DAY!



CAP & GOWN PICK UP

CONTACT YOUR ADVISOR

beginning MAY 12th (but do not delay!)

CONGRATULATIONS!!

SEE YOU ALL ON MAY 27th

