

## Dates To Remember – Graduate Level

For May 2019 Graduation Commencement Ceremony

February 25

**GRAD FAIR:** Order your cap and gown from 9am-5pm IN THE BOOKSTORE. If you are unable to attend the Grad Fair, you **MUST** contact Carla Jowers in the bookstore at [Carla.Jowers@lacollege.edu](mailto:Carla.Jowers@lacollege.edu) to order your cap and gown.

March 1

### **DEADLINE FOR ORDERING CAP & GOWN**

**Not showing up for graduation will result in a fee of \$100.** Check with the Business Office and the Library to clear any financial obligations. **DIPLOMAS and/or transcripts will not be given to students who have not cleared all financial and/or library obligations and exit interviews.**

*No excuse will be granted without permission from the Vice President for Academic Affairs prior to graduation.* The QR code to the left takes you to the Federal Government's Financial Aid site where you can complete the required exit survey, if applicable. *Exceptions will be made only for extenuating circumstances.*



April 8

Caps and gowns may be picked up at the Bookstore from 7:45am-4:30 pm. Payment is due when the cap and gown are picked up. (Check with the bookstore about pricing)

April 25

The \$50 Graduation Fee for ALL STUDENTS is due. This fee was voted on by all graduates to have the ceremony at the Coliseum. (Log in to portal and search “graduation fee.” for payment portal. All graduating students must pay fee.) **DIPLOMAS and/or transcripts will not be given to students who have not cleared all financial and/or library obligations and exit interviews.**

May 1 by 12:00 pm

All grades are due. This includes special credit information, substitution information, official transcripts from any other college or university, and removal of all incomplete grades—ALL GRADES. See that all your work is complete so that your teachers can turn in your grades on time to the Registrar’s Office. If you find that you cannot complete your work, notify the Registrar’s Office immediately.

May 3 – 11:00 am

**Graduation Lunch with the President** – All graduates will meet for lunch with Dr. and Mrs. Brewer in the Granberry Conference Center on LC Campus.

May 3 – 12:30 pm

**Commencement Practice** – All graduates will meet at Guinn Auditorium on LC Campus for a short commencement ceremony practice immediately following lunch.

May 4 – 10:00 am

Commencement Exercises – **ATTENDANCE IS REQUIRED FOR ALL CANDIDATES FOR DEGREES.** Line up for commencement in the Rapides Parish Coliseum.

- *Exceptions will be made only for extenuating circumstances. No excuse will be granted without permission from the Vice President for Academic Affairs prior to graduation.*

Special Note:

Diplomas not distributed at graduation will NOT be available for pick up from the registrar’s office until May 8.

Dress All candidates are required to be present in academic attire (cap & gown). Men should remove their caps for prayer only.

Men: Should wear white shirts & dark ties, dark pants and black shoes.

Women: Should wear simple dresses with dress shoes.