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Owner Milford Muskett:
VP Academic
Affairs
Policy Area Division of
Academics

Commencement

Purpose

To describe the processes associated with the commencement ceremonies. Participating in a commencement ceremony is not the same as graduating; requirements for graduation are described in other policies.

Policy

A commencement ceremony is held in December and May of each academic year.

Applicants for summer commencement may participate in commencement exercises either the spring before or the fall after the expected graduation date. Regardless of completion status, a student may only participate in one commencement ceremony per degree.

Scope and Definitions

Applies to commencement participants.

Prior to having a student record certified by the Registrar, a student is called a “candidate for graduation.”

After the Registrar certifies a student record, a student is called a “graduate.” This will take place approximately one month after the commencement ceremony.

Procedure

Students must complete a “Petition to Graduate” form and have it approved by the Registrar in order to participate in the ceremony.

The ceremony is planned and promoted by a presidential committee.

Sanctions and Notifications

Appeals and Deadlines

As set each year on the academic calendar

Recordkeeping Authority and Designation

Office of the Registrar

Vetting Process and Approval

- A. Faculty Senate - Academic Standards Committee
- B. Vice-President for Academics and Academic Deans
- C. President's Executive Council
- D. President

Approval Signatures

Step Description

Approver

Date

President's Executive Cabinet:
review and approve vetted
draft

Julia Goodfox

Pending

Faculty Senate: Academic
Standards Committee.

Gabe Begaye: Professor,
Mathematics

5/9/2024, 1:43PM EDT

VPA initiates new or revises
existing policy in policystat

Rhonda LeValdo: Interim Vice-
President of Academics

5/8/2024, 4:43PM EDT