

Dear Graduate:

Congratulations on becoming a member of the 2014/2015 graduating class of Gaston College. Commencement will be held on **Friday, May 15, at 4:00 p.m. at Bojangles Coliseum, 2700 East Independence Blvd., Charlotte, NC. (Please be sure to note the time of the ceremony is now 4:00 p.m.)**

For all graduates, you may pick up your diploma in the Registrar's Office on the dates listed below. Your degree will be posted to your transcript by these dates also. The Registrar's Office will verify that all students have met graduation requirements and are eligible to receive their degree by these dates.

- Graduates who have petitioned by the deadline and completed requirements in December 2014: Available now.
- Graduates who have petitioned by the deadline and will be completing requirements in May: Available on or after June 16.
- Graduates who have petitioned by the deadline and will be completing requirements in August: Available on or after September 9.

Any students owing fees or materials to the college will not be permitted to pick up their diploma or a copy of their transcript until all fees are paid and all materials returned. In order for you to pick up your degree or transcript you must present a photo ID.

Excellence in academic work is recognized by the award of honors rank. For graduation with honors, a student must have a cumulative grade point average (GPA) of 3.50 or above but below 3.80. For high honors, a student must have a cumulative GPA of 3.80 or above. Eligibility is determined using the student's cumulative GPA at the end of the semester before graduation requirements have been met. If you are unsure about your eligibility, check your GPA on WebAdvisor. The honors achievement is acknowledged in the graduation program and at commencement. **Eligible graduates can pick up their cord in the Registrar's Office on the Dallas Campus any time before May 15th.**

If you are attending the commencement ceremony, please be sure to read the information below.

GENERAL INFORMATION

- Caps and gowns must be ordered online at www.herffjones.com/college/gaston before **March 30th**. All graduates planning to participate in commencement must wear a black Gaston College cap and gown.
- Caps and gowns will be available for pickup in the Gaston College bookstore in early May.
- Honor cords (if applicable) can be picked up in the Registrar's Office any time before May 15th.
- Graduates who may need reasonable accommodations for commencement, based on a disability, should contact the Counseling Center as early as possible at 704-922-6220. Bojangles Coliseum staff will be available to assist any guests who need special accommodations.
- Please be prepared to arrive at Bojangles Coliseum at **3:00p.m.**
- Parking is free to you and your guests. Seating in the coliseum is open and no tickets are required. You may invite as many guests as you like.
- Guests may enter the building at 3:00p.m. **(NO ONE MAY ENTER BEFORE 3:00p.m.)**
- Commencement should last less than two hours.
- You will be located in a separate area from your guests so please leave all valuables with them before lining up. Also, you may want to arrange a meeting location with your family and friends following commencement. This will help you more easily locate your guests.

LINING UP FOR PROCESSIONAL

- Gaston College representatives will be available for assistance. Please cooperate with the people who are there to assist you.
- Follow the posted signs to the graduate entrance. Once inside, you will find signs posted with your major. A staff member will guide you to your lineup area.
- You will receive your name card which you will give to your dean on stage during commencement. If your name is difficult to pronounce, write your name phonetically on the card so that the dean may pronounce it correctly.
- On the back of your card, please write your current email address for the photographer.
- Your tassel should be on the right side of your cap.

CONFERRING DEGREES

- Once you have entered the coliseum, remain standing in front of your chair until instructed to sit.
- You will be asked to stand as the class is presented for graduation. After you have been declared graduates, the first division will be asked to approach the stage; all subsequent divisions will be seated.
- During commencement, names of all degree candidates will be announced by the dean from your name card. You will then cross the stage, receive your diploma cover, and shake hands with college representatives. Continue across the stage and return to the same seat you were previously sitting in.
- After the ceremony, the platform party, faculty, and graduates will be led out of the coliseum.

COMMENCEMENT ETIQUETTE

- All graduates and guests are expected to attend the entire ceremony.
- Graduates are reminded that commencement is both a joyful as well as solemn event. We ask that you express your excitement in ways that will not prevent others from hearing the speakers and enjoying the ceremony.
- Alcohol is not permitted in the arena during commencement. Police officers will be present to confiscate any alcohol and to prohibit any who may have already consumed alcohol from marching.
- Security and emergency medical personnel will be available to provide a safe environment for all commencement participants and guests.
- Mobile phones should be turned to their silent operating modes to help ensure that all guests can hear and enjoy the commencement activities.
- Dress attire for commencement is semi-formal. Please do not wear shorts or flip-flops. Low heels or flat shoes should be worn, as the march to and from your seat and the stage will include many steps.

PHOTOGRAPHS AND VIDEO

- To help ensure that the ceremony is conducted in a dignified manner, guests are asked to remain in their seats. Aisles must be kept clear, and videography and still photography will not be allowed at the railings or on the arena floor. Only graduates, faculty, and authorized staff will be allowed on the floor before and during the ceremony. There will be a designated area, on either side of the stage, for guests to take pictures as their graduates cross the stage.

Again, congratulations on your accomplishment! If you have questions regarding graduation, please call 704-922-6232.