

This document contains vital dates and information regarding graduation. Keep it in a safe place for reference.

**FALL 2019 COMMENCEMENT DATE – FRIDAY, DECEMBER 13, 2019**

10:00 AM Ceremony	2:00 PM Ceremony
<ul style="list-style-type: none"><li>All graduate students</li><li>All undergraduates from School of Nursing</li></ul>	<ul style="list-style-type: none"><li>Remaining undergraduates (COB, COE, &amp; A&amp;S)</li></ul>

**COMMENCEMENT INFORMATION MEETING:** **November 21** from 4-5pm, location **Jobe Auditorium**. There will be a drawing for 6 total individual extra guest tickets for commencement and one waiver for the initial \$50 graduation fee. Commencement procedure instructions will also be included with tickets.

**FINAL FALL 2019 APPLICATION DEADLINE:** **October 1**. If you have missed the graduation application deadline contact the Rhonda Loper in the Registrar's office @ 662-846-4041.

**GRADUATION FEE:**

A graduation fee of **\$50** will be posted to your student account on **November 11**. All fees are payable to Delta State University, Student Business Services, Kent Wyatt Hall #131, Cleveland, MS 38733. Please include your student ID# with payments, or you can make payment through MyDSU Portal. **Fees must be paid by December 12 in order to pick up guest tickets.**

**CHANGES TO APPLICATION:**

To make any changes to your application you must call the Registrar's Office at 846-4040.

**If graduation requirements will not be completed by the end of the Fall 2019 semester, it is imperative that you contact the Registrar's Office to inactivate your application by Friday, November 8.**

If your name is not removed from the graduation list by the deadline and if you do not meet graduation requirements, you will be responsible for re-applying for graduation and paying the \$50 fee for that application as well.

**DIPLOMAS:**

Diplomas will not be given out or mailed prior to **January 27**. All fees must be paid and all holds must be cleared in order for your diploma to be released. Diploma pick up for all Bolivar County residents will be **January 28 & 29**. Students outside of Bolivar County wanting to pick up diplomas must notify the Registrar's Office by **January 20** at registrar@deltastate.edu or (662) 846-4040. **Because the post office sometimes bends or tears diplomas, we recommend you pick up your diploma if possible.** All other diplomas will be mailed to the address listed on your graduation application.

**FINANCIAL AID EXIT INTERVIEWS**

Financial Aid exit interviews are required for all students who have received Federal Direct Subsidized or Unsubsidized loans. Exit Counseling can be completed online at [www.studentloans.gov](http://www.studentloans.gov). If you have any questions, please contact the Financial Aid office at 662-846-4670. All undergraduate students who graduate and who will be fully admitted in a graduate program for the Spring session, must contact the Financial Aid office at 662-846-4670 or [finaid@deltastate.edu](mailto:finaid@deltastate.edu).

Perkins Loans exit interviews will be held for all students who have received a Perkins Loan. Please contact Student Business Services at 662-846-4698 for times and location.

**GRADUATION EXIT SURVEY:**

The Graduation Exit Survey will be administered on **November 11**. **You must complete the Graduation Exit Survey before picking up your guest tickets.** The survey link will be sent to your Okramail account and will be available in the lower right corner on the main page on our website. If you encounter any issues with retrieving the link, please contact the Office of Institutional Research at 662-846-4053.

**REGALIA (CAP AND GOWN):**

Regalia rental orders and payments can only be made directly to the Jimmy R. Williams bookstore. Commencement fee of \$50 paid online DOES NOT include regalia rental fees. Regalia will not be ordered until payment has been received.

Regalia costs are listed below and are broken down by degree type.

<b>Student Cap/Gown:</b>	
Bachelor	\$ 42.98 + tax
Master or Specialist	\$74.98 + tax
Doctoral	\$82.98 + tax

Regalia orders and payments can be placed with the bookstore in person or via phone at 662-846-4640 from **Monday, October 7 - Friday, November 15 at 3:00 p.m.** Online ordering will be available at <https://graduatesupply.com/dsu/> from **Monday, September 30 - Sunday, November 17.** For orders placed after these deadlines, late fees will be charged.

To place a late order, you must place your order with the bookstore in person or via phone. A \$15 late fee will apply to all orders received **Monday, November 18 - Tuesday, November 26.** A \$25 late fee will apply to all orders received on or after **Wednesday, November 27.**

Regalia will not be ordered until payment has been received.

You must have your height and chest measurement ready when placing your order. (Ex: 5'4" and 38" chest)

NOTE: Last date for refunds with original receipt is **Monday, November 25.** Refunds without original receipt will be given credit on Barnes & Noble Gift Card. Late fees are non-refundable.

**Cap and Gowns Pick Up:**

Where: Jimmy R. Williams Bookstore (located in the Union).

Date and Time: Monday, December 9 - Thursday, December 12, 10:30 a.m. - 5:00 p.m.  
Friday, December 13 - Beginning at 8:00 a.m.

**Cap and gown return:**

Where: Jimmy R. Williams Bookstore (located in the Union)

Date: Friday, December 13

Returns after this time will incur a \$15.00 shipping fee.

Time: Immediately following commencement until 4:30pm. (Returns after 4:30pm will incur \$15 shipping fee.)

Bookstore hours for Grad week: Mon-Thurs 7:45am-5:00pm, Friday 7:45am-4:30pm.

**All holds must be cleared from your student account in order to receive your cap and gown.**

**TICKETS:**

**Fall candidates for graduation will receive 5 guest tickets each.**

**No guest will be allowed in the BPAC without a ticket.**

**No child under the age of six may attend unless he/she is the child of a graduating student.**

**All children must have a ticket for admittance.**

**Anyone presenting a fraudulent ticket will not be admitted and will be referred to the police.**

**Ticket Pick up:**

Where: Registrar's Office, KWH 152

Date: **Monday, December 9 to Thursday, December 12**

Time: 10:00am – 5:00pm

- Tickets may also be picked up on the day of graduation from 8:00-9:00am, and 12:00-1:00pm at BPAC
- All holds must be cleared from your student account in order to receive your tickets.

**Office of the Registrar  
Commencement Information – V2**



**Additional tickets:** If you will not be using all of your tickets, please only take the tickets you will use so the extra tickets can be made available to other students.

**Those additional tickets will be available for pick-up at the Registrar’s office at 10:00 am on Thursday, December 12 on a first-come, first-serve basis until all the extra tickets are distributed.** If you want more than one additional ticket, you must go through the line for each additional ticket.

**WHEELCHAIR ACCESS SEATING:**

**Due to limited wheelchair access seating, special wheelchair access tickets will be assigned on a first-come, first-served basis.** Call the Registrar’s office at 662-846-4040 or email [Registrar@deltastate.edu](mailto:Registrar@deltastate.edu) to reserve a wheelchair accessible ticket. One of your regular tickets will be replaced with the wheelchair access ticket. Guests with wheelchairs must have the special tickets to be admitted.

**DRESS CODE:** The dress code for men is dark pants, shirt, tie and dark shoes. For women, it is a dress or dark pants outfit and dark shoes.

**GRADUATION ANNOUNCEMENTS:** Graduation announcements may be ordered through the Jimmy R. Williams Bookstore.

**PHOTOGRAPHER:** The photographer is coordinated through DSU’s Alumni/Foundation office. They may be contacted at 662-846-4660 with any questions.

**GRADES:**

Correspondence grades, incomplete grade removals and grades from other institutions **MUST** be in the Registrar’s Office by **December 12**. Make sure you request an official transcript from that institution be mailed to: Rhonda Loper, Registrar’s Office, KWH 152, Delta State University, Cleveland, MS 38733 after completing your course(s).

**TEACHER CERTIFICATION:**

Students eligible for certification through the State Department of Education in Jackson must have National Teachers’ Exam Scores and an application for certification on file in the Office of Field Experiences, Ewing 370. Electronic applications for certification are completed on the MDE website: <http://www.mde.k12.ms.us/>

**IMPORTANT DATES TO REMEMBER**

<b>Commencement fees due:</b>	December 12
<b>Cap &amp; gown pick-up</b>	Jimmy R. Williams Bookstore in Union Monday, December 9 - Thursday, December 12, 10:30 a.m. - 5:00 p.m. Friday, December 13 - Beginning at 8:00 a.m.
<b>Cap &amp; gown return</b>	December 13 immediately following commencement until 4:30
<b>Tickets</b>	Registrar’s Office, KWH 152 (Window) Monday, December 9 to Thursday, December 12 Friday, December 13 8:00-9:00 am and 12:00-1:00 pm (BPAC)
<b>Photography Session Bologna Performing Arts Center</b>	Friday, December 13 8:00-9:00 am for 10:00 am ceremony 12:00-1:00 pm for 2:00 pm ceremony
<b>Line-up for graduation ceremony Bologna Performing Arts Center</b>	Friday, December 13 9:15 am for 10:00 am ceremony 1:15 pm for 2:00 pm ceremony
<b>Graduation Ceremony Bologna Performing Arts Center</b>	Friday, December 13 ****10:00 am and 2:00 pm

**\*\*\*\*Please remember, all university student account holds must be cleared BEFORE graduation.**