Important Fall 2021 Graduation Information – 11/30/2021

Congratulations! This is a Celebration of your Academic Success!

Ceremony Date and Times:

• Location:
  o Walter Sillers Coliseum (located on the North side of campus, West of Kent Wyatt Hall)

• Ceremony Times:
  o Friday, December 10th
    ▪ 10:00am - All graduate students
    ▪ 2:00pm - All undergraduate students

Immediate Next Steps:

• If you have not already done so, please complete the graduation exit survey – it must be completed prior to picking up guest tickets (see below for instructions for guest tickets). The survey link was sent to your Okramail account. For your convenience, the link and QR code is listed below. If you encounter any issues with retrieving the link, please contact the Office of Institutional Research at 662-846-4053.
  o https://www.surveymonkey.com/r/3KWRRRR
  o QR Code

• Check your student account for any holds/fees. If there are any holds on your account, we are unable to give/mail your diploma to you. You may pay your $50.00 commencement fee by logging in to your MyDSU account in online services.

• If you are walking at Commencement
  o Reminder that you must purchase regalia from the Jimmy R. Williams Bookstore (located in the Union). You will not be allowed to participate in the ceremony unless you are wearing regalia.
  o Cost of regalia:
    ▪ BACHELOR PACKAGE – $53.48 incl. tax (Purchase includes cap, gown, and tassel)
    ▪ MASTER/SPECIALIST PACKAGE – $106.98 incl. tax (Purchase includes cap, gown, tassel, and hood)
    ▪ DOCTOR PACKAGE – $117.68 incl. tax (Purchase includes cap, gown, tassel, and hood)
    ▪ Prices above do not reflect the additional $20 late fee that will be added to ALL orders placed after the November 7 deadline or the $15 fee that will be added to SHOP-TO-HOME orders.
• All orders become non-refundable after the November 8 refund request deadline.
• The Commencement fee of $50 paid Online DOES NOT include regalia fees. Your regalia will not be ordered until payment has been received.

  o **Regalia Distribution:**
    ▪ **If you chose In-Store Pickup:** Your regalia order will be ready for pick-up starting Wednesday, December 1, 2021 in the Jimmy R. Williams Bookstore. Pickup will be available through the morning of graduation.
    ▪ **If you chose Ship-To-Home:** Your regalia order will be shipped to you during the week of December 1, 2021.

  o **If you did not order by the November 7 deadline:** Please contact the Jimmy R. Williams Bookstore starting December 1 to purchase regalia from a limited number of extras. A **$20 late fee** will be assessed at that time.

• **Name or Address Information Changes**
  If you have moved or have had a legal name change since you applied for graduation, complete and return the Name/Address Change Form on our website. [https://www.deltastate.edu/PDFFiles/Registrar/NameChangeForm_2021.pdf](https://www.deltastate.edu/PDFFiles/Registrar/NameChangeForm_2021.pdf)

• **Graduation Announcements**
  Graduation announcements may be ordered through the Jimmy R. Williams Bookstore.

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**Guest Ticket Pickup:**

• **# Tickets:** Each student will receive **6 guest tickets** (You must complete the graduation survey before you can pick up tickets.) **To be admitted to the Coliseum, every guest** must have a guest ticket, including babies/children.

• **Pickup Times:** Please note, candidates must pick up their own guest tickets and are required to show a photo ID at the window, at the time of pickup.
  o Monday, December 6th - Thursday, December 9th, 10:00 am-4:30 pm, at the Registrar’s office in Kent Wyatt Hall 152
  o If unable to pick-up before day of Commencement, pick-up at the Southwest Coliseum ticket window prior to the ceremony:
    ▪ 8:30am-9:30am – 10:00am ceremony
    ▪ 12:30am-1:30pm – 2:00pm ceremony
  o Tickets are non-transferrable as guests must be seated in family units of 6.
  o Tickets are paper, and will be scanned by using special equipment. Each ticket has a unique bar code and entry will not be allowed to anyone who has a duplicate ticket.

• **Limited Seating for Wheelchair and Easy Access Guests:** Limited seating is available for guests in wheelchairs and guests who need easy-access seating. Easy-access seating is reserved for guests who have trouble navigating stairs. If you have a guest who will require special seating arrangements, they will need to let the usher know once they enter the venue.

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**COVID Protocols:**
• Masks and social distancing protocols are required for entry into the building and during the ceremony. **Facial coverings must be appropriately worn, over nose and mouth, before/during/after the ceremony.**
• Graduates and guests are only allowed to bring a water bottle, purse, umbrellas (in case of rain), and a camera inside the Coliseum.
• Graduates will be seated, socially distanced at three feet, facing the stage.
• A significant security presence will be inside and outside the Coliseum.
• The Coliseum will be sanitized by Facilities Management after each ceremony.

**Commencement Information Meetings via Zoom: Thursday, December 2nd at 10 am and 6 pm**

• Zoom links to the meetings will be sent out to all candidates for graduation. There will be no in person information meeting or practice.

**Professional Photography:**

• From 8:00am – 9:00 am and from 12:00pm – 1:00 pm, a professional photographer, provided through the DSU Alumni Association, will available inside the Walter Sillers Coliseum. Candidates must wear a face covering, until it is time to be photographed. No guests may accompany candidates in the photo area

**Check-In and Line Up:**

• To participate in the ceremony, candidates for graduation must arrive at the Coliseum an hour before each ceremony begins (by 9:00am for 10:00am, by 1:00pm for 2:00pm)
• Appropriate masks (covering both the nose and mouth) must be worn at all times with no exceptions.
• Candidates must check in at the concession stand area inside the Coliseum. Enter at the Southwest side entrance of the Coliseum, turn to the right to sign in and pick up your seating card at the concession stand area.
• After picking up your seating card, you will line-up in the front parking lot of the Coliseum (look for the sign for your row). Candidates will march in the processional according to their assigned seating order. **IN THE EVENT OF RAIN**, candidates will be seated inside the Coliseum at their assigned seats.
• Once in line, please remain in line and socially distanced. If not in line when final check is done, your name will be removed from the list.

**The Ceremony:**

• **Dress Code:**
  - Men: dark pants, shirt, tie, and dark dress shoes
  - Ladies: dresses with dress shoes, or dark pants and dark dress shoes
  - Honors Cords/Stoles/Pins for official DSU organizations are permitted. **NO** homemade cords or stoles are permitted.
  - Caps:
    - Please do not decorate your cap. If it is decorated with items that stand up on top of it, or hang off from it, you will be asked to remove your cap, and wear a temporary replacement. You cannot remove your tassel or alter it in any way.
Undergraduate candidates: Wear tassel on the right. After degree is conferred, move to left.
Graduate candidates: Wear tassel on the left. Do not move your tassel after the degree is conferred.

- Do not bring any personal items with you, except for an umbrella in case of rain.
- Use the restroom before getting in line.
- Commencement Program: Will only be made available for the candidates during the ceremony. The Program will be available electronically for all guests via a QR code. All candidates for the fall ceremony, including those not participating in the ceremony, will be included in the program unless their record is marked confidential. Summer graduates participating in the ceremony will be included in the program.

Conferring the Degree:
- Honor diploma and Doyce Stallings Mitchell Honor diploma recipients will be called first at the beginning of the degree conferral. They will all rise and walk towards the stage as called, but should wait until they are told to walk across the stage to receive their diploma cover. Each candidate will walk across individually. They will not return to the stage to walk a second time with their degree group.
- The DSU President will greet individual candidates after their names are called.
- Candidates will cross the stage towards the table to receive their diploma cover.
- When you receive your diploma cover, a photographer will take your photo. Please pause briefly to allow time for them to capture this photo.
- Latin honors announced during the ceremony for undergraduate candidates are based on the earned hours and GPA from the last completed term of attendance. Final Latin honors will be calculated and awarded once final grades are submitted and final GPAs are calculated.

Leaving the Ceremony:
- After crossing the stage, graduates will return to their seats, until directed to recess.
- Guest should remain seated until after the recession of all candidates.

Following the Ceremony:

Photo Opportunities: There will be additional photography opportunities available for candidates to enjoy following the ceremony. Maps will be included in the final emails sent to the candidates prior to the commencement ceremony and provided online.
- Photo with the Okra or Statesman – Mathews-Sanders Sculpture Garden at the Bologna Performing Arts Center - (Canceled if raining.)
- Photo at the Flag pole, north end of Quad - Unmanned photo area
- Photo at the Clock, between Union and Ward Hall - Unmanned photo area

Guest Information:

- Guests must have a valid ticket to enter the Coliseum. Tickets are paper, and will be scanned by using special equipment. **Each ticket has a unique bar code and entry will not be allowed to anyone who has a duplicate ticket.**
- Guests who do not have a valid ticket can view the graduation via the live link listed below. The Commencement live stream can be viewed in real time for relatives and friends of graduates who are unable to attend and will also be available to watch at a later time.
  
  Live Stream Link: [https://livestream.com/deltastateuniversity](https://livestream.com/deltastateuniversity)
• Guests who need wheelchair-access or easy-access seating will have access to limited seating on the floor of the coliseum. Easy-access seating is reserved for guests who have trouble navigating stairs. Each guest that needs easy access seating will be allowed to have one companion sit with them. Upon entry to the lobby, let the ushers know if you need access to this seating.

• Guests must maintain social distancing and will be required to properly wear facial covering over their nose and mouth during the entire ceremony. DSU will supply masks for guests who did not bring a face covering.

• There is limited handicap parking available in front of the Coliseum. If you have difficulty finding handicap parking, please ask parking security for assistance.

• Families and guests are urged to arrive at the doors of the Coliseum at least 45 minutes in advance of the start of the ceremony. Please allow adequate time for parking, walking, and seating in the Coliseum.

• Be respectful. Please express your excitement in ways that will not prevent others from enjoying the ceremony or hearing names of graduates when announced. Please don’t applaud, as the other graduates and their guests will not be able to hear their name being read.

• Adherence to the University's tobacco and alcohol policy is expected.

• Guests are expected to act in a civilized manner. If they cause a disruption before, or during, the ceremony they will be warned the first time. If they continue the behavior, they will be escorted out of the building by security and will not be allowed to return to the ceremony.

• No children under the age of 6 will be allowed in the ceremony unless they are the child of the graduating student. All children must have their own ticket in order to enter the auditorium, regardless of their age.

• Cell phones are to be turned off or on silent.

• Guests shall quietly exit the Coliseum when their graduate leaves the stage. Candidates and their guests are not allowed to reenter the building once they have exited.

• Delta State University is proud of our students’ accomplishments and success. We appreciate your cooperation celebrating a major milestone in students’ and their family’s lives. We want everyone to share and enjoy a memorable and dignified commencement ceremony.

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**Grades, Diplomas, and Transcripts:**

• All grades are due to the Registrar’s Office by December 13th. We will begin awarding degrees after all the grades are in and have been processed.

• Correspondence grades, incomplete grade removals and grades from other institutions MUST be in the Registrar's Office by December 13th. 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).

• Degrees will be awarded and diplomas will be printed for students who meet degree requirements once final grades are awarded and GPAs are calculated. Any student who does not meet degree requirements will be notified by the Registrar’s Office.

• If you pre-order a transcript, please make sure you select “hold for degree” and “hold for grades”, or you will have to re-order another copy at your own expense once the degree has been posted and final grades have been posted.

• Diplomas will be available for pick-up or will be mailed starting mid to late January. All fees must be paid and all holds must be cleared in order for your diploma to be released. Diploma pick up dates and times will be sent out via email as soon as they are determined. Please email the Registrar’s Office at registrar@deltastate.edu by January 10th to request pick-up.

• If your diploma is not picked up during the designated pickup time (TBA), it will be mailed to the address listed on your application. If you have recently moved or have graduated, please update your address with the Registrar’s Office as soon as possible.

• Diplomas are 8.5x11 in size and only display a student’s degree type (i.e. Bachelor of Science, Master of Arts, etc.). Major is not included on the diploma, but is included on the transcript.

• We cannot be responsible for the U.S. Post Office’s handling of the diploma, so it is suggested, if possible, that you pick up your diploma in person once they are available.
Financial Aid Exit Counseling

- Financial Aid exit counseling is required for all students who have received Federal Direct Subsidized, Unsubsidized, or Plus loans. Exit Counseling can be completed online at [https://studentaid.gov/](https://studentaid.gov/). If you have any questions, please contact the Financial Aid office at finaid@deltastate.edu.
- All undergraduate students who graduate and who will be fully admitted in a graduate program for the following semester, must contact the Financial Aid office at 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.

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: [https://www.mdek12.org/OEL](https://www.mdek12.org/OEL)

What should I do if I don’t meet graduation requirements once the grades have been posted, or you don’t pass your Comprehensive exams?

- Your account will be marked as Not Graduated (NG), and your application for graduation for this term will be inactivated.
- You will still be responsible for the $50.00 commencement fee for this semester.
- You must also reapply for graduation in the term you complete your requirements, and pay the second $50.00 commencement fee. Any commencement fees will be waived after the second attempt for the same degree.
- If you walked in this Ceremony, you will not be allowed to return and walk in another ceremony.

Commencement Day Locations:

Please see the map on our website for the following locations:

- Commencement Ceremony – See gold star at Walter Sillers Coliseum – Facility number 13
- Parking for Commencement – Parking lot L10
- Handicap parking – limited spots in front of Coliseum and in lots L9 and L11
- Photography spots:
  - Professional photographs – Inside Walter Sillers Coliseum – Facility number 13
  - Photo with the Okra or Statesman – Mathews-Sanders Sculpture Garden at the Bologna Performing Arts Center – Facility number 18 (Canceled if raining.)
  - Photo at the Clock, between Union and Ward Hall– Facility number 62 - Unmanned photo area
  - Photo at the Flag pole, north end of Quad - Unmanned photo area
- Meals available for purchase for lunch in the Union (Facility 42) – Chick-Fil-A, Firehouse Subs, Burrito Bowl, and Starbucks