



College of Business • Fall Ceremony • December 3, 2022 • 3:00 p.m. • Carter Physical Education Bldg. (Gym)
RECEPTION FOR GRADUATES AND GUESTS IMMEDIATELY FOLLOWING THE CEREMONY
SANDRIDRIGE STUDENT CENTER BALLROOM

Eligibility

If you have questions about your eligibility to graduate, **REVIEW YOUR DEGREE WORKS PLAN OF STUDY AND CONSULT WITH YOUR ADVISOR.**

Ceremony

- Report to the Sandridge Student Center Ballroom at 2:00 p.m. for line-up and instructions.
- Tickets are not required for the ceremony, and there is no limit to the number of guests invited; however, space is limited.
- Masks are optional.
- Graduation supplies may be ordered online (various packages are offered):
colleges.herffjones.com/college/athensstate, **by November 1**, or through the bookstore (no deadline).
 - Basic prices (not including tax) are listed below:
 - Undergraduate cap/gown/tassel \$46.00
 - Masters cap/gown/tassel/hood \$92.75

Dress:

- Men – wear a collared shirt, slacks and comfortable shoes
- Women – wear slacks, dresses/skirts and comfortable, **low-heeled shoes**

Honors

To be eligible for a degree with honors, an undergraduate student must have completed at least 45 undergraduate semester hours at the University. Honors does not apply to graduate degrees.

- Degrees with honor are based on performance in all undergraduate academic work completed at Athens State University, with the exception of any coursework excluded by course forgiveness or academic bankruptcy.
- The following honors may be awarded to undergraduate students:
 - Institutional GPA of 3.9 - 4.0 *Summa Cum Laude* (gold medallion)
 - Institutional GPA of 3.70 - 3.89 *Magna Cum Laude* (silver medallion)
 - Institutional GPA of 3.50 -3.69 *Cum Laude* (bronze medallion)
- Since all grades for the final semester may not be available in time for commencement ceremonies and printing of commencement programs, degree with honor designations for a commencement ceremony are unofficial.
- Final academic honor designations are determined after grades for the final semester have been posted. Final, official honor designations will be reflected on the Athens State transcript and on the Athens State diploma.
- Honors medallions are available in the University Bookstore for purchase, and online:
<https://www.bkstr.com/athensstatestore/shop/graduation> The cost is \$20 (tax not included).
- **PLEASE CONTACT THE OFFICE OF THE REGISTRAR (STUDENT RECORDS) WITH ANY QUESTIONS REGARDING GPA OR HONORS: registrar@athens.edu or 256-233-8131.**

Diplomas and Transcripts

- Diplomas will be sent electronically and mailed to **all** graduates by January 16, 2023. None will be given at the ceremony.
- Transcripts
 - should be used to provide employers with proof of graduation.
 - graduation information should be posted on the transcripts by the Records Office a day or two after grades are due (December 6, 2022).
 - If you need a transcript, please complete the Transfer Request Form located in the following link: <http://www.athens.edu/student-records/transcript-requests/>, or contact the **Office of the Registrar (Student Records)**:

256-233-8131
registrar@athens.edu

Questions:

For questions about the ceremony, contact the **Office of Academic Affairs**:

256-233-8214
robin.moore@athens.edu
molly.myhan@athens.edu

Graduates who need special accommodations for the ceremony should contact the Office of Academic Affairs before November 18, 2022. If one of your guests needs special accommodations, you should also contact the Office of Academic Affairs.

Exit Counseling:

*To graduates who had a student loan while attending Athens State University, the Financial Aid Office would like to remind you that the Federal Government requires you to complete **exit counseling** at Studentloans.gov.*

University Bookstore:

UNIVERSITY BOOKSTORE

On the campus of Athens State University
Sandridge Student Center

Phone: 256-233-8249

Email: bookstore@athens.edu

Regular Business Hours

MON – THUR 10 AM – 4 PM
FRI – SUN CLOSED

Hours for Graduation

Friday before Graduation 10 AM – 4 PM
Graduation Day 7AM – 3 PM

Photographs:



The Grad Team is pleased to be the official graduation photographer for your school.

The Grad Team photographers will take professional pictures of each and every graduate as they receive their diploma and exit the stage at the graduation ceremony. **There is no charge for this service and there is no obligation to order.**

Our address is:
300 West Forest Avenue
Ypsilanti, MI 48197

Customer Service number: 800-482-0321.

Our customer service hours during our graduation season are:

Mon: 8AM to 8PM EST
Tue: 8AM to 8PM EST
Wed: 8AM to 8PM EST
Thu: 8AM to 8PM EST
Fri: 9AM to 5PM EST
Sat: 9AM to 5PM EST
Sun: Closed

<https://thegradteam.com/>

Ceremony Live stream/Video

For those who aren't able to attend, we will be streaming the live event. Links will be made available through the [Athens State University website](#) and social media accounts. In the event that the gymnasium reaches capacity, there will be a venue for watching the livestream in Classroom Building 104

Maps

<https://www.athens.edu/about/campus/maps-and-directions/google-map/>

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