

Are you ready to graduate?

Seniors and graduate students, if you think you may be eligible for degree conferral in Spring 2012, you **must** submit an online *Application for Graduation* using Banner Self-Service at www.rowan.edu/selfservice between Oct. 1 and Dec. 31, 2011. Students eligible for May 2012 degree conferral will complete all degree and program requirements by the end of Spring Semester 2012. If you are uncertain about your status, please meet with your academic adviser or program coordinator immediately.



Students completing coursework over the summer or student teaching in the fall may participate in the 2012 Commencement ceremonies. To be eligible, undergraduate students must be within 12 credit hours of graduating and/or the completion of student teaching. Graduate students must be within 6 credit hours. Students meeting these requirements must complete and submit a *Department Approval to Attend Commencement with Outstanding Degree Requirements* paper form to the Office of the Registrar by Thursday, March 15, 2012. Forms can be found at the Office of the Registrar or online at www.rowan.edu/registrar. Meet with your academic adviser or program coordinator early to determine your eligibility.

Preparing for Commencement 2012:

- Complete and submit an online *Application for Graduation* using Banner Self-Service before Dec. 31, 2011 or a *Department Approval to Attend Commencement with Outstanding Degree Requirements* paper form to the Office of the Registrar before March 15, 2012.
 - *Late *Applications for Graduation* will be accepted until Jan. 31, 2012 with a \$45 late fee in addition to the \$65 processing fee.
- Confirm your participation in the 2012 Commencement ceremonies before April 18, 2012.
 - Visit Student Self-Service at www.rowan.edu/selfservice
 - Access Banner Services and enter your Banner ID and PIN
 - Select "Student and Financial Aid" and click on "Commencement"
 - Follow the prompts to confirm your attendance
- Attend the Commencement Student Information Meeting in the Student Center Ballroom on Friday, Jan. 20, 2012 from 1:45-2:45 p.m. to learn important Commencement information, including tickets, caps and gowns, procedures and line-up.
- Visit www.rowan.edu/commencement for detailed information about deadlines, requirements and Commencement day activities.
- Attend Grad Fair to purchase your cap and gown from the Bookstore between April 2-5 from 10 a.m. to 6 p.m.
- Undergraduate students: Pick up your Commencement tickets in Memorial Hall between April 23-26, 2012 from 9 a.m. to 7 p.m. **April 26 is the FINAL day to pick up tickets. Tickets will not be available after this day.** (*Graduate students will receive their Commencement tickets in the mail.*)
- Attend Commencement rehearsal:
 - Graduate students - Wednesday, May 9 at 9 a.m. at Wackar Stadium
 - Undergraduate students - Wednesday, May 9 at 1:30 p.m. on the University Green
- Attend Commencement:
 - Graduate Commencement - Thursday, May 10 at 5:30 p.m. at Wackar Stadium
 - Undergraduate Commencement - Friday, May 11 at 10 a.m. on the University Green

NOTE: Completing the checklist above and participating in Commencement does not mean that you have graduated. Degree conferral occurs when all requirements are completed and you submit an *Application for Graduation* to the Office of the Registrar.