Ursuline College
2010 Commencement Information

THIS IS YOUR GUIDE FOR MAY 2010 GRADUATION. PLEASE READ THOROUGHLY!

COMMENCEMENT COUNTDOWN
MARCH 15 and 16, 1-6pm
One stop shopping for graduation in the Pilla Atrium. Meet with Jostens to order your graduation ring and announcements, get fitted for your cap and gown, visit with the Alumnae, Development, Campus Ministry, Counseling and Career Services, Multicultural Affairs, Financial Aid and the Vice President of Student Affairs Offices. Best of all, you will have a chance to enter a drawing to win lots of great prizes.

FINANCIAL OBLIGATIONS
All financial obligations must be met by April 21, 2010 in order for the graduate to participate in commencement ceremonies (NO EXCEPTIONS). Please note that commencement tickets will not be released until all tuition and fees are paid.
The following obligations must be met:

- All Ursuline College tuition and fees must be **paid in full** by April 21, 2010.
- **Tuition Deferment**: All deferred tuition (usually associated with employer reimbursements) must be paid by **April 21, 2010**. This applies to both UCAP and Main campus students. NOTE: This is a change from previous semesters. You do NOT have the usual 30 days after the semester to pay your tuition. If you wish to participate in the commencement ceremonies, your spring deferment must be paid by **April 21, 2010**.
- All **Schell Loans** due on or before **April 21, 2010** must be paid in full.
- All graduates who borrowed a Federal Loan while attending Ursuline College must attend an Exit Counseling Session in order to participate in the graduation ceremony and receive their diploma.
- All graduates are charged a $100 graduation processing fee. This fee applies both to students that participate in the graduation ceremony and those that do not.
- It is the responsibility of the student to complete and return all financial aid forms so that financial aid may be posted to the student account by **April 21, 2010**.
- All overdue library books must be returned and all library fines paid.

For questions concerning your account please call the Student Service Office at 440 646 8309. Any questions or concerns regarding payment of your account may be directed to Tim Reardon at 440 646 8312. **Diplomas, transcripts and tickets will not be issued until all tuition and fees are paid.**

GRADUATION PRACTICE
Thursday, April 22, 4:30-6:30pm in Klyn Hall at the Ursuline Educational Center (Motherhouse)
Graduation practice is an information session as well as a practice for Baccalaureate and Commencement. Graduates will learn the protocol for each ceremony and will receive invitations and tickets (and an opportunity to order extra tickets). **Tickets will not be given to students who have a balance on their bill or who have indicated that they do not plan to march.** When the bill is paid in full, you will receive your tickets. All tuition and fees must be paid by April 21, 2010. We highly advise your attendance at practice; if a serious reason prevents you from coming, you may pick up your invitations and tickets in the One Stop Student Service Center (Mullen 203) beginning April 26. **Tickets must be picked up from One-Stop, on or before Monday, May 3.** If you have not picked up your tickets or made arrangements to pick them up by this deadline, the tickets will be made available to graduates.
requesting extra tickets. Faculty members are not expected to cancel class. We hope they will let seniors out to attend practice, but that decision is up to the individual faculty member.

BACCALAUREATE MASS
Baccalaureate Mass: Friday, May 21 at 11am in the Chapel of the Most Holy Trinity in Merici Hall
(Ursuline Education Center/Motherhouse). All graduates are invited to attend. A shuttle service will be provided for graduates and guests who park in the North Lot. The Mass is preceded by the Conferring of Academic Hoods Ceremony. Each graduate will receive 2 tickets for this ceremony (tickets will be available at practice). Students will need to bring their graduation gowns and hoods (no caps) with them to Klyn Hall no later than 10:30am.

All graduates are invited to the Baccalaureate Reception immediately following the Baccalaureate Mass on Friday, May 21st in the Pilla Atrium. Each graduate will be able to bring 2 guests to accompany them at the reception. At the reception, hosted by the Ursuline~St. John College Alumnae Association, cookies and punch will be served while graduates enjoy time with alumnae, faculty and staff of the Ursuline community. For more information, please contact Tiffany Mushrush Mentzer, Director of Alumnae Relations at 440 646 8370 or tmushrush@ursuline.edu.

DEGREE CANDIDATES ASSEMBLY AND CEREMONY
Commencement: Friday, May 21 at the Allen Theatre, Playhouse Square and will start promptly at 7pm
The ceremony lasts approximately two hours. Graduates should arrive at Playhouse Square, Ohio Theatre Lobby to line up no later than 6pm on Friday, May 21st. Each graduate will obtain a name card that indicates the marching order number according to degree. Each graduate needs to bring their robe, cap and tassel, academic hood and honor cord(s) (given to those students who have been inducted into an honorary organization). Please leave your personal belongings (purses, wallets, coats, cameras, flowers) with relatives. Ursuline College and Playhouse Square are not responsible for any items left in the hall.

Honor cords are awarded by Honor Societies and are not for GPA honors. GPA honors will be on your diploma and are as follows:
• 3.9 and above = summa cum laude
• 3.7 to 3.89 = magna cum laude
• 3.5 to 3.69 = cum laude

Recommended attire is as follows:
Women: Dress, skirt or dress pants, low collar blouse, neutral or black stockings and dark shoes.
Men: Dark pants and shoes, and a shirt and tie.
No colors, pins, scarves, corsages/flowers or decorations on caps will be allowed.

Academic Hood: Indicates the scholastic degree earned. The lining of the hood is blue and gold (Ursuline colors) and the velvet band around the neck indicates the degree: white for liberal arts (Bachelors and Masters), apricot for nursing (Bachelors and Masters), light blue for education (Masters), red for ministry (Masters), drab for management (Masters) and lavender for art therapy (Masters). ALL undergraduate/bachelors candidates that are not nursing should purchase white hoods. If there is intention to borrow academic attire (from a friend/former alum) please call the Vice President of Student Affairs at 440 646 8320 to verify that it is correct for the degree. Academic attire may be purchased at Commencement Countdown or in the Bookstore. Call 440 449 5368 with any questions.

ABSOLUTELY NO CHANGES will be made to diploma names for commencement after February 27. Only those students who are marching will receive 7 tickets to Commencement and 2 tickets to the Baccalaureate Mass.
If you have guests who need wheelchair accommodations, please let us know so we can provide handicap tickets for you; however, they will need to bring their own wheelchair. Playhouse Square does not provide wheelchairs. If you have guests who have difficulty with stairs please plan on arriving at Playhouse Square when the doors open at 6pm. There is no elevator access to the balcony. General admission floor seating is first come, first served.

We recommend that children not attend the ceremony. Any child over the age of 1 will need a ticket. Please note that noisy children will be asked to leave with a guardian during the ceremony.

**DISTRIBUTION OF DIPLOMAS**
Students receiving diplomas in December prior to graduation will receive blank diplomas at the May ceremony. This blank case will be collected at the end of the Commencement ceremony. Students completing six credits during the summer will be given a blank diploma at commencement; a diploma will be mailed to them during the month of August. Diplomas for graduates who do not attend the commencement ceremony will be mailed to the address designated by the student.

**PHOTOGRAPHS**
Photographs of graduates will be taken by professional photography services during the commencement ceremony at Playhouse Square. Chappell photographers will send additional information to you. Their contact number is 1 800 424 3686 or [www.chappell.com](http://www.chappell.com).

**ANNOUNCEMENTS/RINGS**
Graduation announcements and rings may be ordered through Jostens. Jostens will be on campus for the Commencement Countdown on March 15th and 16th in Pilla Atrium and may also be reached through the Follett Bookstore in the Pilla Building. (Please note: You will be given seven announcements free of charge at the practice).

**PARKING**
Playhouse Square parking is available at Playhouse Square Center Parking Garage located at E. 15th & Chester Avenue. The Playhouse Square Center Garage has an attached, covered walkway that takes you from garage to theater. Parking is $10.00 a car/van.

**STUDENT FACTS**
We are interested in learning about our graduating class! Here are some of the things that we are looking for: relatives who are graduating together, graduates who were not born in the United States, the longest amount of time it took an undergraduate to complete their degree, any unique challenges you faced or any unusual story about a 2010 graduate! If you meet this criteria or think that you have an interesting story, please contact Mary Anne Ursick at [mursick@ursuline.edu](mailto:mursick@ursuline.edu) or 440 646 8320.

**Congratulations Class of 2010!**