

CHECKLIST FOR AUGUST & DECEMBER 2018 GRADUATES ATTENDING MAY 2019 GRADUATION

- ☐ **Early March TICKET ORDERS** - Order tickets and parking passes for the **University Commencement** ceremony May 20, 2019 online at <http://www.wfu.edu/commencement/>. Tickets MUST be ordered for all guests. Only one ticket order can be placed per graduate. Note that tickets and parking passes are NOT required for the **Graduate School Hooding & Awards** ceremony on May 18, 2019.
- ☐ **March 20–21 GRAD FAIR** – Attend Grad Fair to order graduation announcements and rings. <http://commencement.wfu.edu/cap-gown-graduation-announcements/>. Note the Graduate School will order and distribute regalia for ceremony attendees. Do not place an order at Grad Fair or with the Bookstore.
- ☐ **April 12 SPECIAL NEEDS** - Notify the Graduate School office if either you or any of your guests require special assistance for either ceremony by sending an email to whitesl@wfu.edu.
- ☐ **May 1 COMMENCEMENT TICKETS** - Deadline to place online order for tickets and parking passes for Commencement.
- ☐ **May 1 FINAL DEADLINE** for the following:
 - ☐ **Name Pronunciation** Individual links will be sent via email for online submission.
 - ☐ **Holds** - check WIN to verify there are no holds on your account.
- ☐ **May 13–16 REGALIA & TICKET DISTRIBUTION** – Come to the Graduate School office 118 Reynolda Village **Monday through Thursday 9:00am – 4:00pm** to pick up regalia and pre-ordered Commencement tickets with parking passes. If you will be out of town, you may have someone pick up your things if your student account is clear.