

☐ **April 17<sup>th</sup> SPECIAL NEEDS** - Notify the Graduate School office if either you or any of your guests require special assistance for the Graduate School Hooding & Awards ceremony on May 16<sup>th</sup> by sending an email to [whitesl@wfu.edu](mailto:whitesl@wfu.edu).

☐ **April 29<sup>th</sup> FINAL DEADLINE** for the following items:

☐ **Graduation Fee** - Your graduation fee has been added to your student account and can be paid through DEAC. This fee covers all expenses related to graduation (diplomas, regalia for ceremony attendees, etc) and is required of all graduates regardless of ceremony attendance.

☐ **Graduate School Exit Survey** - Individual links will be sent via email for online submission.

☐ **Name Pronunciation** – Hooding ceremony attendees only - Individual links will be sent via email for recorded online submission. In addition, submit the name pronunciation form posted at <https://graduate.wfu.edu/graduation-requirement-checklist-reynolda-campus/> to [whitesl@wfu.edu](mailto:whitesl@wfu.edu).

☐ **Holds** - Check WIN to verify there are no holds on your account. Regalia cannot be distributed if there is a hold on your account.

☐ **May 11<sup>th</sup> – 14<sup>th</sup> CAP & GOWN DISTRIBUTION** - Come to the Graduate School office 118 Reynolda Village **Monday through Thursday 9:00 am – 4:00 pm** to pick up your regalia. If you will be out of town, you may have someone pick up your things if all requirements are met and your student account is clear.

**\* Diplomas will be mailed approximately 4 – 6 weeks following August graduation to the address previously submitted on your Intent to Graduate form.**