

## CHECKLIST FOR MAY GRADUATES NON-THESIS

☐ <b>GRADUATE SCHOOL OF ARTS &amp; SCIENCES HOODING &amp; COMMENCMENT CEREMONY</b> – Ceremony
information and instructions will be sent from the Graduate School office and posted at Graduation .
Tickets and parking passes are not required for this event.
☐ March 24 <sup>th</sup> <u>REGALIA</u> - Deadline to place cap & gown order online at <u>Herff Jones</u> . Enter Wake Forest
Univ Grad School of Arts and Sciences. Your order will be delivered directly to you. All ceremony
participants must wear regalia which will include the following degree color scheme:
MS - Black hood with gold trim and gold tassel
MA, MAHS - Black hood with white trim and white tassel
MAED - Black hood with light blue trim and light blue tassel
MFA - Black hood with brown trim and brown tassel
WITA - Black flood with brown trim and brown tasser
☐ <b>April 14</b> <sup>th</sup> <b>SPECIAL NEEDS</b> - Notify the Graduate School office if either you or any of your guests
require special assistance for the Hooding & Commencement ceremony by sending an email to
whitesl@wfu.edu.
wintesi@wid.edd.
☐ <b>April 14</b> <sup>th</sup> <u>IN ABSENTIA FORM</u> - Deadline to submit to <u>whitesl@wfu.edu</u> if you will not be attending
the Hooding & Commencement ceremony.
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☐ April 21st FINAL DEADLINE for the following items:
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☐ <b>Graduate School Exit Survey</b> - Individual links will be sent via email for online submission.
$\ \square$ Name Pronunciation - Individual links will be sent via email for online submission. You must
also complete a name pronunciation form posted at Graduation and return to whitesl@wfu.edu.
☐ <b>Holds</b> - Check WIN to verify there are no holds on your account. Transcripts and diplomas
cannot be released if there is a hold on your account.
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☐ <b>DIPLOMAS</b> - Electronic diplomas will be emailed to you shortly following graduation. Traditional
diplomas will be mailed approximated 4 – 6 weeks following graduation to the address you submitted
on your Intent to Graduate form.