

2014-2015 Application for Graduation Information Graduate Students

Graduates may choose to walk in either the Fall Commencement Ceremony or the Spring Commencement Ceremony. Please check the Registrar's website for additional details.

Fall 2014 Commencement Ceremony

When: Saturday, December 13, 2014

Location: Concordia University Arena (Gym)

Please Note: *Seating is limited.* Tickets will be required for guests attending this ceremony. The number of tickets distributed to each student will be determined at a later time and communicated through email.

- 9:00 a.m. - Arena doors open
- 9:30 a.m. - Commencement Lineup (Behind Gym)
- 9:55 a.m. - Commencement procession will begin. Faculty Marshals will assist with lineup and seating. Names will be read using cards. Students may sit with whomever they wish within their grouping.
- 10:00 - 11:30 a.m. - Commencement Ceremony. All graduates are expected to remain seated until the entire ceremony has ended and faculty have recessed.

Spring 2015 Commencement Ceremony

When: Saturday, May 2, 2015

Location: Bren Events Center, UCI Campus

Students may invite as many guests as they would like.

- 4:00 p.m. - Bren Events Center doors are open
- 4:30 p.m. - Commencement Lineup (Lot 6A Bren Events Center, UCI Campus)
- 4:55 p.m. - Commencement procession will begin. Faculty Marshals will assist with lineup and seating. There will be five grouping arrangements: Theology, International Studies, MBA, Coaching and Athletic Administration, Teaching Credential/Regional Cohort MAED. Names will be read using cards. Students may sit with whomever they wish within the groupings.
- 5:00-6:30 p.m. - Graduate Commencement. All graduates are expected to remain seated until the entire ceremony has ended and faculty have recessed.

APPLICATION FEE

The following application fee covers the administrative time needed to process the application, run a degree audit, track the student's progress and post the degree to the student's transcript. It also covers the cost of ordering and mailing the diploma. This fee is required even if you are not walking.

***THERE IS A SEPARATE FEE FOR GRADUATION REGALIA. (See below)**

Fall 2014

- \$140 - By September 12 (Deadline to participate in Fall ceremony)
- \$175 - September 13 - October 31
- \$300 - After October 31

HONORS

Graduate students are not eligible for honors. In academe, being admitted and completing a graduate degree is considered an honor.

REGALIA - \$55 + Postage and Handling

Graduates will be responsible for ordering and paying for their own regalia (cap, gown, hood and tassel). Graduates will be informed via email when to order regalia.

DEGREES AND DIPLOMAS

All Degrees will be posted 4-6 weeks after the end of the Fall term (December 12th) and students will be notified by email. You may order transcripts reflecting your degree at this time, [Transcript Request Form](#). Diplomas will then be ordered and will take an additional 6-8 weeks to be delivered to your home address. Please be sure to keep your home address current in MyRecords.

Exit Loan Counseling

Students who borrowed Federal Student Loans are required to complete exit loan counseling upon graduating. Go to nslds.ed.gov to complete your exit counseling. Exit counseling will help you understand your rights and responsibilities as a student loan borrower.



Name: _____ ID: _____
(Print your name exactly as you want it to appear on your diploma)

E-Mail Address: _____ Phone #: _____

Commencement Ceremony: [] Fall 2014 - Saturday, December 13, 2014
[] Spring 2015 - Saturday, May 2, 2015
[] Not Participating in Commencement Ceremony
If you plan to participate: Height: Feet ___ Inches ___ [] plus 1 [] plus 2

DEGREE APPLYING FOR:

- Master of Arts in Coaching and Athletic Administration
Master of Arts in Education
Master of Arts in International Studies
Master of Arts in Business Administration
Master of Arts in Theology
Curriculum and Instruction
Educational Administration
School Counseling
Master of Education
Single Subject
Multiple Subject
Special Education

Advisor: To the best of my knowledge, my advisee does meet preliminary graduation requirements.

Advisor's Signature: _____ Date: ___/___/___

I plan to complete all requirements in the Fall 2014 semester and acknowledge that it is my responsibility to ensure all of my graduation requirements have been met. All graduation correspondence will be sent via email. All degrees will be posted 4-6 weeks after the END of the Fall 2014 term (December 12).

Student's Signature: _____ Date: ___/___/___

Non-Refundable Application Fees

This application fee covers the administrative time needed to process the application, run a degree audit, track the student's progress and post the degree to the student's transcript. It also covers the cost of ordering and mailing the diploma. This fee is required even if you are not participating in a ceremony.

There is a separate fee for the cap and gown. You will be contacted at a later date to order and pay for cap and gown.

\$140 by September 12 \$175 September 13 - October 31 \$300 after October 31

Please pay online at www.cui.edu/onlinepayments and include a copy of the receipt with the application. Applications received without a receipt WILL NOT be processed.

Return application: FAX 949-214-3505 OR Scanned email attachment: graduation@cui.edu
Please call the Registrar's Office if you have any questions. 949-214-3087

Office Use

Payment: _____ Banner: _____
Degree Posted: _____ Diploma Sent: _____