

2013 Graduation Commencement Guide

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How to Apply

To qualify for graduation, you must:

- have completed the requirements of one of the designated degree programs with a minimum of 60 semester hours of credit together with a minimum GPA of 2.0 ("C") at Southern State (see program outlines for specific requirements);
- have earned at least 20 semester hours of credit at Southern State if receiving an associate degree or 18 semester hours of credit at Southern State if receiving a one-year certificate (developmental courses numbered below 100 are taken in addition to any degree program and may not be used to satisfy basic degree requirements; students may use up to six hours of remedial classes numbered 100 and above as electives in their programs);
- have submitted an [Application for a Diploma](#) to the [Records Office](#) one month prior to the start of the semester in which you expect to graduate; and
- pay the required graduation fee at the time of application in the [Bookstore](#).

When

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Friday, May 3, 2013 at 7:00 pm

Candidates should arrive between 5:30pm and 6:15pm in the Lobby of [Central Campus](#).

Where

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Commencement will be at the Patriot Center, 100 Hobart Drive, Hillsboro, OH 45133. See [map](#) for directions.

Academic Regalia

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Deadline to order caps, gowns and tassels is February 8, 2013. They will be available for pick up in the [Bookstore](#) starting April 22, 2013. If you have any questions about cap and gowns, please contact the [Bookstore](#). During the processional and the ceremony, the tassel should be worn on the front right of the cap to represent degree candidate. At the conclusion of the ceremony, the President will instruct graduates to move the tassel to the left position that represents the newly conferred degree.

Guests

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Seating is on a first come, first serve basis. Ushers will be available to direct guests to seating.

Check-In

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Candidates will go to the Graduate Check-In table in the Lobby of Central Campus to sign in and pick up their name card that will be read when they receive their diploma and honor cord, if eligible (based on fall semester cumulative GPA).

Line Up

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Candidates will line up fully dressed in the Edward K. Daniels Auditorium. Please do not bring any personal items that you cannot carry on you during the ceremony.'

Photographs

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USA Foto, Inc. will take a photograph of each candidate as he/she crosses the stage. Approximately two weeks after the ceremony, each candidate will receive one free proof along with details and information regarding purchase.

Accessibility Concerns

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Candidates requiring accommodation assistance because of disability should call the [Records Office](#) at 800.628.7722 x2616, by April 15. Seating areas are available for guests who use wheelchairs or cannot climb stairs with family seating in nearby arena seats.

Honors

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To be eligible for graduation honors, a student must have completed all requirements for the degree with a minimum of 20 semester hours of credit at Southern State. Candidates with a cumulative grade point average of 3.90 or higher will be graduated Summa Cum Laude; with a grade point average between 3.75 and 3.89, Magna Cum Laude; with a grade point average between 3.50 and 3.74, Cum Laude. Honor cords will be given when you check in the evening of the ceremony. Honors are based on cumulative grade point average at the end of fall semester.

Candidates who are a member of Phi Theta Kappa and would like to have a PTK stole, tassel and/or cord can order them [Online](#).

Transcripts

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Degrees are typically posted to the transcripts within two weeks of the end of the semester. If you order a transcript before your degree is posted, mark the request to indicate that the transcript should be sent after the degree is posted.

Diploma

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Blank diploma covers will be given at the ceremony. Diplomas will be mailed to all graduates in four to six weeks after the end of the graduating semester. Please ensure you have a correct address on file.

Tips for an Extraordinary Ceremony

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- Please notify the name reader as you cross the stage as to the proper annunciation of your name to ensure that it is pronounced correctly during the commencement ceremony.

- Leave personal items like coats and purses with guests. There are no facilities available for storing these items during the ceremony; therefore, Southern State cannot be held responsible for any lost, stolen or damaged items.
- Arrive early enough to allow adequate time to line up by degree. Please arrive no later than 6:15pm.
- There is no formal rehearsal for the ceremony, although a detailed explanation of the ceremony will be reviewed in the Edward K. Daniels Auditorium. You will be assisted as you line up and proceed to the Patriot Center to your seat.
- Direct your guests to the seating area when you arrive.
- Dress appropriately for this special occasion.