

## Eligibility

If you have questions regarding your eligibility to graduate, **REVIEW YOUR DEGREE WORKS PLAN OF STUDY AND CONSULT WITH YOUR ADVISOR.**

## Ceremony

- Report to the Sandridge Student Center Ballroom, at 11:00 a.m. for line-up and instructions.
- Tickets are not required for the ceremony, and there is no limit to the number of guests invited.
- Graduation supplies are available at the University Bookstore, and can be purchased anytime between now and May 2, 2020. The prices (**not including tax**) are listed below:
  - cap/gown \$50 (cap by itself is \$8.50)
  - tassel \$8.50
  - Masters hood \$50

## Dress:

- Men – wear a collared shirt, slacks and comfortable shoes
- Women – wear slacks, dresses/skirts and comfortable shoes

## Honors

**To be eligible for a degree with honor, a student must have completed at least 45 undergraduate semester hours at the University.**

- Degrees with honor are based on performance in all undergraduate academic work completed at Athens State University, with the exception of any coursework excluded by course forgiveness or academic bankruptcy.
- The following honors may be awarded to undergraduate students:
  - Institutional GPA of 3.9 - 4.0 *Summa Cum Laude* (gold medallion)
  - Institutional GPA of 3.70 - 3.89 *Magna Cum Laude* (silver medallion)
  - Institutional GPA of 3.50 -3.69 *Cum Laude* (bronze medallion)
- Since all grades for the final semester may not be available in time for commencement ceremonies and printing of commencement programs, degree with honor designations for a commencement ceremony are unofficial.
- Final academic honor designations are determined after grades for the final semester have been posted. Final, official honor designations will be reflected on the Athens State transcript and on the Athens State diploma.
- Honor medallions will be available in the University Bookstore for purchase after April 15, 2020. The cost is \$20 plus tax.
- **PLEASE CONTACT THE OFFICE OF THE REGISTRAR (STUDENT RECORDS) WITH ANY QUESTIONS REGARDING GPA OR HONORS: [registrar@athens.edu](mailto:registrar@athens.edu) or 256-233-8131.**

## **Diplomas and Transcripts**

- Diplomas will be mailed to **all** graduates by May 15, 2020. None will be given at the ceremony.
- Transcripts
  - should be used to provide employers with proof of graduation.
  - graduation information should be posted on the transcripts by the Records Office a day or two after grades are due (April 29, 2020).
  - If you need a transcript, please complete the Transcript Request Form located in the following link: <http://www.athens.edu/student-records/transcript-requests/>, or contact the **Office of the Registrar (Student Records)**:

256-233-8131  
[registrar@athens.edu](mailto:registrar@athens.edu)

## **Questions:**

For questions about the ceremony, contact the **Office of Academic Affairs**:

256-233-8214  
[molly.myhan@athens.edu](mailto:molly.myhan@athens.edu)  
[tina.hooks@athens.edu](mailto:tina.hooks@athens.edu)

Graduates who need **special accommodations** for the ceremony should contact the Office of Academic Affairs before April 24, 2020. If one of your guests needs special accommodations, you should also contact the Office of Academic Affairs.

## **Exit Counseling:**

*To graduates who had a student loan while attending Athens State University, the Financial Aid Office would like to remind you that the Federal Government requires you to complete **exit counseling** at [Studentloans.gov](http://Studentloans.gov).*

## **University Bookstore:**

**UNIVERSITY BOOKSTORE**

On the campus of Athens State University – Student Center  
Phone: 256-233-8249      Fax: 256-233-8259  
Email: [bookstore@athens.edu](mailto:bookstore@athens.edu)

**Hours**

<b>MON - THUR</b>	<b>9:30 AM – 5:30 PM</b>
<b>FRIDAY</b>	<b>9:30 AM – 3:00 PM</b>
<b>SAT &amp; SUN</b>	<b>CLOSED</b>

\*\*The University Bookstore will also be open the day  
of graduation from 7:00 AM - 3:00 PM

## **Class rings and Announcements**

You may order these from the Athens State Bookstore: [www.athensstatebookstore.com](http://www.athensstatebookstore.com)

## Class Rings



## Graduation Announcements



Questions regarding graduation regalia, announcements or rings? Contact us at 256-233-8249, or send us an email: [bookstore@athens.edu](mailto:bookstore@athens.edu)

## Photographs:

*Village Photographers* is pleased to be the official graduation photographer for your school.

Village Photographers will take professional pictures of each and every graduate as they receive their diplomas and exit the stage at the graduation ceremony.

There is no charge for this service and there is no obligation to order.

Free proofs will be sent by mail and e-mail about a week after the ceremony.

To ensure that Village Photographers has the correct address information, please provide your contact information to Village Photographers. You may sign up online or contact us by phone or e-mail. Multiple e-mail and mailing addresses may be registered online to allow family and friends to receive a paper proof in the mail and an e-mail with a direct link to the graduate's photos.



To sign-up on line go to:

[www.villagephotographers.com](http://www.villagephotographers.com).

Just click the blue button that says "Sign up for Graduation Proofs".

The proofs and service are *free* and there is *no obligation* to order.

*Village Photographers* 445 Opelika Rd.

Auburn, AL 36830 – (334) 821-9196

[info@villagephotographers.com](mailto:info@villagephotographers.com)

Office hours: Monday-Friday - 10 AM-5 PM Central Time

