

CONGRATULATIONS ON YOUR ACCOMPLISHMENTS!!

The faculty and staff at the University of North Alabama congratulate you on your academic achievement and strive to ensure that the commencement ceremony will be a fitting conclusion to this phase of your education!

The commencement ceremony is a festive occasion which manifests itself in many ways including the traditional dress of the students; the faculty adorned in academic regalia; and the joy and satisfaction of accomplishment.

We want to celebrate you in recognizing and honoring all your hard work as well as those who have supported you: faculty, staff, administrators, parents, spouses and children.



GRADUATE INFORMATION

Degree candidates should arrive no later than, **5:45 p.m. for the Friday night ceremony, 8:45 a.m. for the Saturday morning ceremony** and no later than **12:45 p.m. for the Saturday afternoon ceremony** dressed in cap and gown.

There is a considerable amount of walking and standing for graduates on commencement day; this should be taken in to consideration when choosing shoes for the ceremony.

There will be an available room for storage of your personal items that will be locked during the ceremony. ***We encourage you to leave these personal items with your family.***

The University is not responsible for any personal items left unattended.

Graduates only - will report to **Flowers Hall, Room 303** by the designated arrival time mentioned above to pick up their name card, honor stoles if appropriate and continue to the next station to take a posed picture before proceeding to the line-up. ***UNA personnel will be available to provide specific directions to the designated areas.***

UNA employees will ensure that students are lined up in the correct order in a double file line for the processional onto the floor

Commencement is a ceremonious occasion honoring important educational accomplishments. Decorum and courtesy are important to you and your family, as well as, your fellow graduate and their families.

- Once seated, all participants are expected to stay until the conclusion of the ceremony which is marked by the graduate recessional.
- Adherence to the University's alcohol policy is expected.
- Cell phones and other electronic equipment are not allowed. *Please leave those with your family members.*
- Candidates should notify a staff member if there is a need to leave the floor during the ceremony.
- The Flowers Hall floor will be cleared at the conclusion of the ceremony. All graduates should plan to meet their guests outside of Flowers Hall.

REGALIA

Traditionally university graduates wear cap and gown for the commencement ceremony. For the first time, the University of North Alabama will introduce newly customized regalia for both our undergraduate and graduate students. This new regalia will be something reflective of our beautiful campus and elegance of what the commencement ceremony should be.

GRADUATE – Regalia and Hood



UNDERGRADUATE



TASSEL

Baccalaureate degree candidates should wear the tassel on the right side of the cap. All Master's degree candidates should wear the tassel on the left side. During the commencement ceremony, undergraduate degree candidates will be instructed to move their tassels to the left.

LATIN HONORS



Stoles for Latin Honors *(**Summa Cum Laude, Magna Cum Laude and Cum Laude**) will be given to those degree candidates who hold a certain **UNA GPA**. Latin Honors are awarded based on following GPA range:

Summa Cum Laude	3.9 – 4.0 (<i>Gold</i>)
Magna Cum Laude	3.7 – 3.8 (<i>Silver</i>)
Cum Laude	3.5 – 3.6 (<i>White</i>)

**Must have at least 44 semester hours completed in residence at UNA. Students who have received the Second Chance Provision are not eligible to graduate with honors.*

ADA ASSISTANCE

Any student requiring special assistance for the commencement ceremonies should notify the **Office of the Registrar** two weeks prior to the ceremony. Please call, 256-765-4316 or via email, graduation@una.edu **Please note:** *Flowers Hall will not have any assistive equipment for guests with limited mobility such as wheelchairs or walkers.*

COMMENCEMENT PROGRAM

Commencement programs will be in your seat at the commencement ceremony. The name in the student information system will be the name listed in the commencement program as well as announced at the ceremony. It will also be printed in the local newspaper, *Times Daily*. **If you signed the confidentiality request, your name will not appear in either the commencement program or newspaper.**

If you choose to remove this confidentiality hold you must submit a signed, written request to the Office of the Registrar **two months prior to commencement.

DIPLOMAS

Diplomas are not given at the commencement ceremonies. Diplomas will be mailed to you 4-6 weeks after the ceremony pending completion of degree requirements. *Please allow a little extra time for processing during the holidays.*

Diplomas will be mailed to the address indicated on your degree application.

If that address has changed, please let us know as soon as possible so your diploma is mailed to the updated address. You can contact the Registrar's Office via email, graduation@una.edu, with your request.

DUPLICATE DIPLOMA

If you would like a duplicate diploma you may submit a [Diploma Reorder Form](#) to the **Office of the Registrar** via email, graduation@una.edu, please be sure to send a copy of your driver's license for identification.