

**Southern Wesleyan University 2018 Spring Graduation Exercises  
Information for Graduates and Guests (Updated 02/06/2018)**

- I. Ceremonies**
- II. Graduation Timeline**
- III. Graduation Day Schedule**
- IV. Academic Regalia**
- V. Applause**
- VI. Applications**
- VII. Appropriate Attire for Graduates**
- VIII. Baccalaureate**
- IX. Cameras, Photographs, and Videos**
- X. Cell Phones**
- XI. Diplomas**
- XII. Food Service**
- XIII. Honors**
- XIV. Invitations and Class Rings**
- XV. Memorabilia**
- XVI. Multiple Degrees**
- XVII. Nursery/Childcare**
- XVIII. Parking and Travel time to Campus**
- XIX. Processional**
- XX. Rehearsal**
- XXI. Tickets**

**I. Ceremonies:**

The **2018 Spring Graduation Exercises** of Southern Wesleyan University will be held on Friday, May 4, 2018 in the Newton Hobson Chapel and Fine Arts Center on the Southern Wesleyan University Campus in Central, SC. There will be two ceremonies. Graduating students will be allowed to participate only in their assigned ceremony. Students are assigned to each ceremony based on their program and location.

Students will participate in the ceremonies as follows:

**Friday, May 4, 2018..... 10 AM**

Students in the Traditional program receiving the following degrees:

- Bachelor of Arts
- Bachelor of Science

**Friday, May 4, 2018..... 3 PM**

Students in the Adult and Graduate Studies and Online programs receiving the following degrees:

- Associate of Arts
- Bachelor of Science
- Master of Business Administration
- Master of Education
- Master of Science

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Information for Graduates and Guests (Updated 02/06/2018)**

**II. Graduation Timeline:**

November 6, 2017	Initial Traditional Program application deadline
February 8, 2018	Application information emailed to potential AGS graduates
<b>February 26, 2018</b>	<b>Potential graduates begin ordering regalia via Herff-Jones website</b>
<b>March 5, 2018</b>	<b>AGS application deadline</b>
March 5, 2018	List of students sent to Herff-Jones for invitations/announcements mailing
March 21, 2018	List of candidates to Faculty for approval
March 21, 2018	Email to all students who applied for graduation
April 6, 2018	Last day to order regalia free of charge
<b>April 11, 2018</b>	<b>Traditional Program - financial obligations must be cleared</b>
<b>April 11, 2018</b>	Traditional Program - all graduation requirements, excluding current courses, must be complete (including credit by exam, CLEP/DSST, & all official transcripts from other institutions)
<b>April 11, 2018</b>	<b>AGS &amp; Online Programs - financial obligations must be cleared</b>
<b>April 11, 2018</b>	AGS & Online Programs - All transfer course official transcripts and CLEP/DSST official score reports must be received by Academic Records
April 16, 2018	Ceremony assignments emailed to SWU Faculty and Staff
April 18, 2018	AGS & Online Programs– Notifications to AGS and Online students who applied but are ineligible to graduate
April 19, 2018	Traditional Program students pick up regalia & tickets from Academic Records
April 20, 2018	Email to all students participating in ceremony (AGS and Online tickets mailed)
April 23, 2018	Honors notifications (approximately 2 weeks prior to ceremony)
April 28, 2018	Final program sent to Marketing
May 1, 2018	Requested program delivery date
May 3, 2018	Baccalaureate Service – 3:00 pm
<b>May 4, 2018</b>	<b>10:00 AM Graduation Ceremony for students in the Traditional program</b>
<b>May 4, 2018</b>	<b>3:00 PM Graduation Ceremony for students in the AGS and Online programs</b>
May 4, 2018	Official degree conferral date
May 7, 2018	4:00 PM final grades due for all students in Traditional Program Spring Semester
June 1, 2018	Diplomas ordered for graduates who successfully completed all obligations/requirements

**Southern Wesleyan University 2018 Spring Graduation Exercises  
Information for Graduates and Guests (Updated 02/06/2018)**

**III. Graduation Day Schedule:**

Students assemble in Lower Level of the University Dining Commons for rehearsal. Guests with tickets should go directly to Newton Hobson Chapel and Fine Arts Center. Guests without tickets will be directed to the overflow areas (Newton Hobson Chapel and Fine Arts Center Classrooms) to view the ceremony on closed circuit television. **Graduates should make arrangements with their family members ahead of time to keep their valuables.** There is not a secure location in the rehearsal area to leave items during the ceremony. Southern Wesleyan University is not responsible for items left in the rehearsal area during the ceremony.

**Thursday, May 3, 2018 Baccalaureate Ceremony**

2:30 PM Baccalaureate Service line-up  
3:00 PM Baccalaureate Service

**Friday, May 4, 2018 10:00 AM Ceremony for Traditional Students**

8:30 AM Graduates **must** check-in **no later than 8:30 AM** (University Dining Commons)  
9:00 AM Rehearsal (instructions, group picture, name pronunciation check)  
9:30 AM Devotions  
9:55 AM Processional  
10:00 AM Ceremony

**Friday, May 4, 2018 3:00 PM Ceremony for AGS and Online Students**

1:00 PM Graduates **must** check-in **no later than 1:30 PM** (University Dining Commons)  
2:00 PM Rehearsal (instructions, group picture, name pronunciation check)  
2:30 PM Devotions  
2:55 PM Processional  
3:00 PM Ceremony

**Southern Wesleyan University 2018 Spring Graduation Exercises  
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**IV. Academic Regalia:**

The style of each academic gown indicates the highest degree earned by the wearer: bachelors—long, pointed sleeves; masters—long, closed sleeves with the arm going through a slit, giving the appearance of short-sleeves; doctors—full, round, and open, with three bars of velvet on each sleeve. The bars may be black or the color designating the major discipline.

Some universities have adopted an official doctoral gown incorporating the school colors. These are examples worn by several Southern Wesleyan University Faculty:

Clemson University	Purple and Orange
University of Colorado	Gold and Silver
University of South Carolina	Garnet and Black

The academic hood is an ornamental fold that goes around the neck and hangs down the back of the gown. The hood is lined in the official colors of the university that awarded the degree; the color of the facing indicates the degree.

Holders of all degrees wear caps with a long tassel conforming to the degree earned, except that doctors may wear tassels of gold thread.

The following colors have been established by the Intercollegiate Commission:

Apricot	- Nursing
Brown	- Fine Arts, including Architecture
Citron	- Social Work
Copper	- Economics
Crimson	- Journalism
Dark Blue	- Philosophy
Drab	- Commerce, Accountancy, Business
Gray	- Veterinary Science
Green	- Medicine
Lemon	- Library Science
Light Blue	- Education
Lilac	- Dentistry
Maize	- Agriculture
Olive Green	- Pharmacy
Orange	- Engineering
Peacock Blue	- Public Administration, including Foreign Service
Pink	- Music
Salmon	- Public Health
Purple	- Law
Russet	- Forestry
Sage Green	- Physical Education
Scarlet	- Theology
Silver Gray	- Oratory (Speech)
White	- Arts, Letters, Humanities
Golden Yellow	- Science

**V. Applause:**

When your name is called and you walk across the platform, your family is invited to stand in recognition of your achievement. Whistling and boisterous behavior is considered inappropriate. Applause is reserved for those earning honor; after all degrees have been awarded, all graduates will be applauded.

**Southern Wesleyan University 2018 Spring Graduation Exercises  
Information for Graduates and Guests (Updated 02/06/2018)**

**VI. Applications:**

You must **apply** to graduate, regardless of whether you plan to participate in the ceremony or not. The deadline to apply is indicated in Section II. If you plan to graduate in May 2018, but have not applied, please contact Academic Records immediately. We must have your application, so we may check to see if you have met all requirements and order your diploma. Students who do not meet all the appropriate deadlines will not be allowed to participate in the ceremony, and will have to wait until December 2018 to earn their degree.

**VII. Appropriate Attire for Graduates:**

This is a time of final honoring of members of the class. When in academic regalia, individuals should not try to draw attention to themselves by wearing flashy clothing or extraneous decorations. No decorations of caps. Please press your robe!

**VIII. Baccalaureate:**

A Baccalaureate Service (formal, academic worship service) will be held at 3:00 PM on Thursday, May 3, 2018. AGS and Online students wishing to participate in this service should notify Academic Records at least three weeks prior to the ceremony in order to be included in the printed program.

**IX. Cameras, Photographs, and Videos:**

A professional photographer will photograph you receiving your diploma from the president. You will receive an opportunity to purchase copies of these photos directly from the photographer approximately one week after the ceremony.

Cameras are allowed during the commencement services, but those using video cameras are requested to sit in the back rows or balcony, in order not to block the view of other guests. Due to limited seating, tripods may not be used.

**X. Cell Phones:**

Please make sure your cell phones are turned off. Also ask your guests to turn off their cell phones during the service.

**XI. Diplomas**

During the graduation ceremonies, students will be given a decorative diploma cover. Diplomas will be mailed to graduates once all graduation requirements and financial obligations have been certified as met, approximately 4-6 weeks after graduation

All diplomas will be printed with the "Official Degree Conferral Date" indicated in the calendar above.

**XII. Food Service:**

The on-campus Snack Shop, Coffee Shop, and Campus Dining Services will be open on graduation day.

**Southern Wesleyan University 2018 Spring Graduation Exercises  
Information for Graduates and Guests (Updated 02/06/2018)**

**XIII. Honors:**

For Latin Honors, calculation of the cumulative grade point average is based on all work attempted at SWU and from regionally accredited institutions, at least fifty-two hours of which must be from Southern Wesleyan University with a cumulative GPA of at least 3.4 on all SWU work attended. Based on this GPA, Latin Honors are awarded as follows:

*Summa cum laude* ("with highest praise"), indicated by an honor medallion and a double honor cord, denotes a cumulative GPA of 3.80 or above.

*Magna cum laude* ("with high praise"), indicated by a double honor cord, denotes a cumulative GPA of 3.60 to 3.79.

*Cum laude* ("with praise"), indicated by a single honor cord, denotes a cumulative GPA of 3.40 to 3.59.

*University Honors:* In the event that a student is ineligible for Latin Honors but has achieved a cumulative SWU GPA of at least 3.8 on no less than 60 credits earned at Southern Wesleyan University, that student will be assigned the designation of "university honors."

Grades earned in SWU courses and also in courses from accredited institutions that are equivalent to SWU offerings or are applicable to SWU degree programs are included in the calculation for graduation honors. Non-credit courses and 0.0 courses count as 0.0.

Αχ recognizes membership in Alpha Chi Honor Society, open to the top ten percent of the senior class (Traditional program). The name is derived from the initial letters of αλήθεια (truth) and χαρακτήρ (character). Membership is indicated by the blue and green honor cord.

The Faculty Marshal is the senior faculty member; the Marshal is the junior with highest GPA.

Junior academic leaders serve as ushers.

Latin Honors are not awarded to students earning Masters' degrees. At the graduate level, academic hoods are worn as a part of the regalia, and symbolize the graduate level achievement.

**XIV. Invitations:**

Graduation **invitations** may be ordered online from [Herff Jones](https://www.herffjones.com) at <https://www.herffjones.com/product/graduation/>. (The Herff Jones web page is typically available approximately two months prior to ceremony.) Class Rings are also ordered directly from Herff-Jones via their web site [www.herffjones.com](http://www.herffjones.com). Contact SWU's Herff-Jones representative, Harold Waters, at 864-244-0110 for more information on class rings or announcements.

**XV. Memorabilia:**

Southern Wesleyan **memorabilia** may be purchased from the [SWU Campus Store](http://www.swuwarriorsgear.com) at <http://www.swuwarriorsgear.com>. For the convenience of those attending the graduation ceremonies, the campus store will be open on Graduation Day.

**XVI. Multiple Degrees:**

After December 2003, students may not earn an Associate's and Bachelor's degree at the same ceremony. The Associate's degree must be awarded prior to the awarding of the Bachelor's degree.

Students earning both the Bachelor of Arts degree and the Bachelor of Science degree have completed an additional thirty hours of coursework, over and above the hours required for the first degree.

**Southern Wesleyan University 2018 Spring Graduation Exercises  
Information for Graduates and Guests (Updated 02/06/2018)**

**XVII. Nursery/childcare:**

Childcare will not be provided. Children are welcome, but please note the graduation program is not designed to keep the attention of young children. If necessary, please make childcare arrangements, or use the video-equipped over-flow room. For ticketed ceremonies, children who wish to attend the ceremony must also have a ticket, unless they are small enough to be held throughout the ceremony.

**XVIII. Parking and Travel time to campus**

Graduates are expected to arrive on campus two hours prior to their assigned ceremony. Please allow sufficient travel time in order to arrive in time to participate in the ceremony. Graduates unfamiliar with the main campus should allow extra time for finding the campus, parking, and making their way to the check-in station. Guests requiring special parking must have a valid handicapped parking permit.

**XIX. Processional:**

There will be a formal processional across campus leading to each ceremony.

**XX. Rehearsal:**

Assemble ninety minutes prior to your assigned ceremony in the University Dining Commons for rehearsal, devotions, and a group picture. To be dressed and ready to go, you should plan to arrive on campus **at least two hours prior to your assigned ceremony.**

**XXI. Tickets:**

Based on the current number of students scheduled to participate in the graduation, each student **will be issued at least 4 tickets** to the ceremony. All guests must have a ticket for admittance to the ceremony. Guests without tickets will be directed to the overflow areas to view the ceremony on closed circuit broadcast. Tickets will be mailed to AGS and Online students a few days prior to the ceremony. There will not be extra tickets available. Traditional students will be notified by email when regalia and tickets are ready for pickup from the Academic Records office. Traditional program graduates who are unable to pick up their regalia in person, should contact Academic Records to make alternate delivery arrangements.