

Greetings!

This email is being sent to all currently and recently enrolled students in the On-Campus and SWU Online programs. If you do not plan to graduate in May 2019, you may disregard this email.

Southern Wesleyan University's next official degree conferral date is Friday, May 3, 2019. Regardless of whether you plan to participate in the formal ceremony, you must apply in order to receive your degree. If you have already, or if there is any possibility you will finish your final degree (Associate, Bachelor, or Master) requirements by the appropriate deadlines below, you must complete the following:

- **Complete and submit the graduation application form by March 4, 2019.**
 - **The application may be downloaded from** https://my.swu.edu/ICS/Students/Academic_Records_Forms/.
 - **If you have already applied for May 2019 graduation, great job!** You will be receiving additional information from me in the near future.
- Clear your student account. If you are not sure you have cleared any outstanding balances, please contact Student Accounts (864-644-5520).

If you are still working to meet your degree requirements, keep the following in mind:

- **All degree requirements (including financial obligations) should be met by April 12, 2019.** Students who have completed all other degree requirements by April 12th, but whose final SWU course is still in progress, will be allowed to participate in the ceremony.
- You should request for any official transcripts of coursework completed outside SWU to be sent to us by April 12, 2019. You can check mySWU or with your Academic Advisor/Academic Success Coach to verify your credits have been posted.
- Undergraduate Students Only: Any CLEP/DSST exams should be taken in time for us to receive your official score reports by April 12, 2019. Typically, it takes two weeks for us to receive official exam scores so you should plan to successfully complete those by mid-March. Any exams taken after April 1, 2019, will not be considered applicable toward fulfilling the graduation requirements for the May 2019 ceremony, and you will need to wait to apply for the December 2019 ceremony.
- Your Academic Advisor/Academic Success Coach can help you determine the best path for your degree completion. If you would like to schedule an advisement session, please contact your Academic Advisor/Academic Success Coach.
- If your application is submitted after the March 4, 2019 deadline, you are not guaranteed tickets.

For those meeting the requirements and deadlines, the formal ceremony will be Friday, May 3, 2019, in the Newton Hobson Chapel on our main campus in Central, South Carolina. The ceremony for our On-Campus graduates will occur at 10 AM. The ceremony for our SWU Online graduates will occur at 3 PM.

Additional graduation details can be accessed at https://my.swu.edu/ics/Campus_Life/Records. Approximately two weeks prior to graduation, our office will mail **at least four guest tickets** to each SWU Online graduate planning to

participate in commencement. If you are an On-Campus graduate, you will receive an email on when to pick up your tickets in the Office of Academic Records. If you would like to invite more than four guests, please feel free to do so. However, we can only guarantee seats for guests with tickets. Overflow guests may be directed to a closed-circuit viewing area in the chapel, if adequate seating is not available.

We look forward to celebrating your accomplishments with you, your family and friends! Don't forget to submit the graduation application as soon as possible!

Sincerely,

Regina K. Bolding Harned

Associate Registrar

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