



ERSKINE
C O L L E G E

March 9, 2020

TO: January 2020 Graduates
Prospective College Graduates of May 2, 2020 and August Candidates* Who Will March

FROM: Tracy M. Spires, Registrar

All successful candidates for graduation are expected to attend the ceremonies on May 2. However, if you are unable to attend, you should immediately notify the Registrar's Office.

*[Candidates for August are permitted to participate if it is feasible that all requirements can be met by August 21st. Please inform the Registrar immediately if you do not intend to participate.]

AGENDA

- Now By now you should have ordered your cap and gown from the bookstore. If you have not, please contact the bookstore immediately.
- April 17 Check your eBill to be sure that all financial obligations have been met. If you have questions, contact Ms. Becky Bates. April 17th is positively the FINAL DAY to settle your obligations (including tuition and fees, bookstore, any fines and/or work hours, and library books). If you are not sure about your account, go by and ask! **Students who have not cleared WILL NOT BE ALLOWED TO MARCH.**
- April 29 Grades for all May candidates are due in the Registrar's Office by 9:00 a.m. **PLEASE CHECK THE STUDENT PORTAL to see your grades.** If you find a problem, you should consult with your instructors if necessary. If you know you cannot graduate or have postponed graduation, please see the Registrar, Mrs. Spires, or the Administrative Dean, Mr. Shane Bradley, in the Academic Office (Belk 218).
- May 1 Mrs. Spires will meet with the Faculty Executive Committee as quickly as possible to determine graduates. A list will be posted on the outside door, Lower Level, Belk Hall, by 3:00 p.m., showing the names of the students who have met all requirements for graduation **AND** paid their bills. If there is any oversight or name omitted, please do not hesitate to contact someone in the Academic Office (379-8773).

Candidates for degrees will meet at **3:15 p.m.** sharp in Lesesne Auditorium to receive instructions about commencement activities. Immediately following there will be a rehearsal outside in front of Lesesne Auditorium (weather permitting). **Attendance at this meeting and rehearsal is mandatory.** The senior dinner will follow at 5:30 in Moffatt Dining Hall.

The Baccalaureate service will be held in the Due West ARP Church at 7:30 p.m. Graduating seniors will be joined by the faculty and march in academic regalia (cap and gown) for the service. In case of rain, seniors will gather in the fellowship hall,

(basement) of the ARP Church. Suggestions of what to wear under your robes: men (shirt, tie, dark trousers); women (dress, preferably dark); all (dark shoes). **Tennis shoes and jeans are not acceptable.**

May 2

Commencement will begin at 10:30 a.m. It is traditionally held outside under the towers of the Erskine Building. There are no reserved seats for parents, and any reserved signs placed on seats by the public will be removed. Seats are reserved for the seniors, faculty, Choraleers, marshals, press, and guests of the platform party. Please observe these reserved sections.

In the unhappy event that bad weather forces us to move inside, we will hold commencement in Belk Arena of the Galloway Physical Activities Center. Seniors, faculty, and Choraleers will be seated on the floor of Belk Arena. There will be one reserved section to the speaker's right for guests of the platform party. All other spectator seats will be available for parents and other family members on a first-come basis.

At 9:40 a.m., the seniors will gather on the steps at the entrance to Lesesne Auditorium for the official class picture. Following the picture, seniors will line up beside Reid Hall. Dr. Hellams will check the order of candidates for degrees as shown on the program and prepare for the processional at this time. **Students not present for the line-up cannot march with the class.**

Seniors will then move in front of Reid Hall, pass the faculty, and await 10:30 a.m. when Sinfonia begins to play the processional. Student Marshals will guide the seniors in first, to be followed by the Faculty and then the Platform Party.

Commencement will end approximately at 12:30 p.m.

Best wishes to all. It has been truly my pleasure to serve each of you.

P.S. Transcript requests may be left in Belk Hall Room 218. You may use the form which is prepared for "walk-ins," you may print the form off of the Erskine website, or you may write a letter. Please include your address (and your maiden name, if applicable) when writing for a transcript. You should remember that the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment) requires that a signed request for each transcript be on file. Requests are not accepted by telephone or email.

Be a good classmate and ask your friends who are graduating if they received a copy of this letter. If they did not, they should contact the Registrar's Office immediately!