

**COMMENCEMENT**  
**DECEMBER 17, 2011**  
**December Candidates for Graduation**

**McMurry University**  
**Radford Memorial Auditorium**

**Ceremony: 10:00am**  
**Doors open for guests: 9:00am**



**Candidates for Graduation**

Students who have completed or are in the process of completing all course work leading to a degree in December 2011 are candidates for graduation at this time.

**Your status as a candidate for graduation is subject to change as academic conditions change.**

**\*\*** Each of the following conditions must be met in order to participate in the December 2011 Commencement ceremony. *If there is a question about any of the following, please contact the Registrar or the Assistant Registrar immediately to discuss your particular situation.*

**\*\* December Candidates**

- All currently enrolled course work must be completed by December 16, 2011. If an “I” is received in any course at the end of the fall semester, the grade must be in the Registrar’s office by January 15<sup>th</sup> in order for you to remain a December 2011 graduate.
- All Incomplete and NR grades from *previous* semesters were due October 1, 2011, unless permission was granted by the Registrar for a later submission date.
- All substitution forms should be on file at this time.
- All final official transcripts from previous institutions (including high school if needed) should be on file in the Registrar’s office at this time.
- Commencement forms and online surveys will be sent in a separate mailing and/or via McMurry email, including a date by which they must be completed and returned. Once you receive these, ALL forms are expected to be returned by the date indicated.



# COMMENCEMENT EVENTS

## COMMENCEMENT REHEARSAL

*(ATTENDANCE REQUIRED)*

Radford Auditorium

4:15 pm, Friday, December 16, 2011

**Dress: Cap and Gown and approved Honor Cords**

- No sashes, adornments, corsages, jewelry, carried flowers, etc. will be allowed.
- Only McMurry approved honor cords will be allowed.
- **Men** should wear dark or black dress slacks, shoes, and socks, white dress shirts with collars, and conservative ties.
- **Ladies** should wear conservative dresses or slacks and black shoes. (bobby pins for the caps help greatly, and shoes that don't slip are recommended.)

## BACCALAUREATE SERVICE

*(ATTENDANCE REQUIRED)*

Aldersgate United Methodist Church.

Friday, December 16, 2011

**Dress: Cap and Gown as described above**

The candidates will process from Radford to Aldersgate UMC at the end of the rehearsal. Baccalaureate is an important part of the McMurry University experience, and attendees should conduct themselves with proper decorum. Your parents and guests are encouraged to attend. The service begins at 5:30 and is approximately one hour in length.

## COMMENCEMENT CEREMONIES

*(ATTENDANCE REQUIRED)*

Radford Auditorium

Saturday, December 17, 2011

9:15 am      **Line-up in Mabee Room for the processional**

10:00 am      **Commencement**

**Dress: Cap and Gown as previously described**

(No facilities will be available to store purses or other valuables)

## GRADUATE RECEPTION

You and your guests are invited to a reception in your honor, immediately following the Commencement ceremonies, in the Mabee room of the Garrison Campus Center.



## **ADDITIONAL INFORMATION & FREQUENTLY ASKED QUESTIONS**

### **Cap & Gown and Announcements**

Each candidate for graduation is responsible for obtaining the approved academic regalia from the McMurry University Bookstore in the Garrison Campus Center (325-793-4832). Announcements can be ordered through Balfour at [www.balfourcollege.com](http://www.balfourcollege.com) or by calling 1.877.225.3687.

### **Cords for National Honor Societies**

Students who are members of nationally recognized honor societies are allowed to wear honor cords as part of their academic regalia. **Candidates should contact their society's sponsor to obtain the appropriate cord.**

### **Cords for McMurry Honor Graduates**

Cords will be provided for students graduating Summa Cum Laude, Magna Cum Laude, or Cum Laude, and should be picked up at the Registrar's office at the time that all surveys are completed and forms are returned.

### **Graduation with Academic Honors**

Graduation with academic honors is based on an overall GPA and consists only of McMurry University work. All courses completed at McMurry will be calculated in one's overall GPA, which is not rounded up. The standards for graduation with honors are as follows:

Cum laude: 3.50 to 3.69; Magna Cum Laude: 3.70 to 3.84; Summa Cum Laude: 3.85 to 4.0

A student must have completed a minimum of 57 semester hours at McMurry University to be eligible for graduation with honors. Honors will be noted on your diploma and transcript, based on the final GPA calculation after all final grades are received and computed. Honors printed in the commencement program are based on the available grade point calculation at the end of the previous semester and are subject to change.

### **Pictures**

A **professional photographer** has been contracted to take your picture as you cross the stage. Please inform your guests that pictures without flash may be taken from their seats only. We ask that guests do not enter the aisles to take pictures due to space and safety limitations.

## Ceremony Decorum

The McMurry University Commencement ceremony is the formal recognition by the University of your achievement as a student. Please remember that any unwarranted personal celebrations during the ceremony are inappropriate. Please ask your guests to celebrate with you following the ceremony in such a way that will not detract from the dignity of the day.

## Transcripts

Your financial affairs must be in order before official transcripts will be released from McMurry University. Every effort will be made to post your degree to your transcript as soon as possible.

## Diplomas

You should expect to receive your diploma by early February 2012, if there are no “Holds” on any of your records with the university.

## Graduation *in Absentia*

All candidates are required to be present for Commencement. If it is impossible for you to participate, you must write to the Vice President for Academic Affairs for permission to graduate *in absentia*. No diploma will be released to any candidate who does not attend the Rehearsal, Baccalaureate Service, or Commencement, unless prior written permission is received from the Vice President for Academic Affairs.

Requests to graduate in absentia should be directed to:

Dr. Paul Fabrizio, Vice President for Academic Affairs  
Box 157 McM Station  
Abilene, TX 79697  
[pfabrizio@mcm.edu](mailto:pfabrizio@mcm.edu)



For questions or further information, please contact:

Ms. Carolyn Calvert, Registrar

Ms. Janet Chandler, Assistant Registrar

325.793.3888