



INFORMATION FOR GRADUATES & GUESTS

On Saturday, May 8, 2021, we will celebrate our graduating class of 2021!

For those of you who plan to attend Commencement, you will be picking up your regalia the week of April 12 – 16, 2021 during designated times by program. For those of you who do not plan to attend Commencement, we still need you to verify your information on our graduation check-out sheet.

1. **Try on your cap and gown immediately.** If it does not fit, contact Student Services right away so we can order a different size for you.
2. You should also **hang your gown and/or press it** before the ceremony to remove any wrinkles.
3. **Please make sure everything is in your bag:** a cap, gown, 2021 tassel, and graduation announcements if you requested them. Graduation honor cords (gold, silver, or copper), red AAS cords, and red/white/blue military distinction cords should be in your bag if applicable.
 - a. NOTE: Graduation cords are based on your cumulative GPA as of January 2021. Final honors will be determined after final grades are posted in May. Graduation honors are calculated as follows: 3.5 – 3.749 cumulative GPA = Cum Laude (copper cords). 3.75 – 3.89 cumulative GPA = Magna Cum Laude (silver cords). 3.90 – 4.0 cumulative GPA = Summa Cum Laude (gold cords).
4. **National Technical Honor Society graduates will need to wear their white NTHS stoles** with their caps and gowns to the rehearsal and ceremony. NTHS grads may choose to wear either their white NTHS tassel or their red/black/white tassels on their caps; they should not wear both at the same time.
5. **Before signing the graduation check-out sheet, please verify:**
 - a. The **spelling of your name** in the Commencement program and on your diploma
 - b. The **certificate and/or degree you're completing and the graduation date for each.**
 - c. Whether you still **intend to participate ("march") at Commencement**
 - d. Whether you are **designated as graduating with honors or not.** *If you think there is a discrepancy, please contact the Registrar ASAP!*
 - e. **The address where we will mail your diploma** (at the end of June).
 - f. **The number of guest admission tickets you are requesting initially.** You may request up to 9 admission tickets initially, but please do not take all 9 tickets unless you truly have 9 guests who will be attending the ceremony. If you have more than 9 guests who wish to attend graduation, you may request additional tickets in case we have extras to distribute to the graduates at a later date.
 - g. **The pronunciation of your name.**

COMMENCEMENT DAY SCHEDULE

3:00 p.m. - Dress Rehearsal/Group Photo

Attendance Is Required at Rehearsal

Everyone who walks across the stage at commencement must attend the rehearsal. Rehearsal usually takes about an hour. Dress for rehearsal requires your cap, gown and tassel, appropriate clothing and shoes.



Class Photo

A group photograph will be taken of the Class of 2021 during rehearsal. Students who are not present will not be included in the class photo. Please wear the **cap, gown, and tassel (along with any honor cords and NTHS regalia)** that were ordered for you. We used the height and weight you provided on your Graduation Application to ensure your regalia fits you. You may keep all of these after the ceremony. ***IMPORTANT:*** If you are graduating with a Technical Certificate this year and will be completing your AAS degree in the future, please hang onto your cap and gown. Otherwise, you will be charged for a second cap and gown.

3:00 p.m. – All Graduates to Tony’s Pizza Events Center for Group Photo, Rehearsal and Commencement Graduates enter through the south arena entrance (near the elephant statue).

Commencement Information

Dress for Commencement

Wear business casual clothing with appropriate shoes, cap, gown, and tassel provided by Student Services. Please refrain from wearing flip-flops, tennis shoes, or jeans. Also, the college reserves the right to remove decorated caps if they include anything inappropriate.

Photographs

During the actual ceremony, the photographer will take your photo after you receive your diploma cover from the President. Family and friends are welcome to take photos during the Commencement Ceremony from the designated area at the left of the stage.

Guest Admission Tickets

The doors of Tony’s Pizza Events Center will open at 4:00 PM for ticket holders. Guests will enter through the north arena entrance (near the box office, on the side near the rodeo arena). The Ceremony will begin at 5:00 PM. ***IMPORTANT:*** Due to COVID-19 restrictions, **ALL GUESTS ARE REQUIRED TO PRESENT AN ADMISSION TICKET AT THE DOOR.** Unfortunately, we will be unable to admit anyone without a ticket. To ensure the seating capacity is not exceeded, we are unable to replace any lost tickets. Once you have been issued your admission tickets, please be very careful to keep track of them and be certain that you provide a ticket to each of your guests who will be attending the ceremony. Otherwise, they will not be admitted.



Reserved Seating for Guests with Disabilities

There are no reserved seats during Commencement except for graduates, SATC employees, official college guests, and mobility- or hearing-impaired guests. Seating is on a first-come, first-served basis. Elevator access is available for those with physical limitations. ***IMPORTANT:*** Only individuals with physical disabilities will be allowed to sit in the ADA seating section.

Security Issues and “What Can I Bring?”

1. Tony’s Pizza Events Center has a “clear bag” policy. Guests may bring items in a clear bag or in a clutch no bigger than 8 ½” x 5 ½’. This **does** apply to camera bags, diaper bags, etc. So, if your guests want to bring a camera, they should either bring it in a clear bag or just wear it around their neck.
2. No balloons are allowed.
3. No tripods are allowed due to space reasons.
4. No strollers are allowed due to space reasons.
5. No weapons or illegal drugs are allowed.
6. Noisemakers (such as air horns and megaphones) are not allowed.
7. **“What about masks?”** – Please check with local media for announcements regarding mask mandates in case there are any changes between now and the date of the ceremony.



Immediately following the ceremony, graduates and their guests are welcome to go to the hallways or outside to take photos with other graduates, enjoy some time with their guests, and celebrate your accomplishment.

Salina Tech will have some banners, a balloon arch, and some “selfie frames” for fun photo opportunities.

Commencement Announcements

Additional Commencement announcements are available for purchase at \$1 per announcement. Contact Student Services to purchase extras.



Guest Admission Tickets to the Tony’s Pizza Events Center

Too many guest admission tickets?

Return any unwanted tickets to Student Services so they can be distributed to other students who may need more.



Not enough tickets?

Request additional tickets in Student Services. We will do our best to meet all reasonable requests for additional guest admission tickets.

Unable to Attend Commencement?

If your plans have changed and you will no longer be able to attend Commencement, please notify Student Services right away. This will ensure that the maximum number of guest admission tickets is available to those graduates who plan to attend Commencement. Call 785-309-3100 or email paige.johnson@salinatech.edu or denise.hoeffner@salinatech.edu.

PLEASE NOTE: If you have any guests who are unable to attend Commencement in person (due to COVID concerns or for any other reason), the event will be live-streamed. Watch for more details on our webpage.

Diplomas



At Commencement, you will receive a diploma cover. Your actual diploma, along with an individual graduation photo, will be mailed to the address you provided on your Graduation Application approximately 6-8 weeks after graduation (by the end of June). A degree audit will be completed after final grades are entered to determine who graduated and also to determine final graduation honors. We will not mail your diploma if you have an outstanding financial obligation to SATC or if your final, official high school transcript or GED (showing high school or GED graduation date) has not been received. All transfer credits must be sent via an official college transcript to be included in your degree audit.