<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th><strong>Answer</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Which May 2024 graduation candidates can participate in ceremony?</strong></td>
<td>May 2024 graduation candidates who are taking a course of study that should result in graduation when the Spring 2024 semester grades are posted will be allowed to participate in the May 2024 ceremony. A student graduates at the conclusion of the semester when all degree requirements have been completed. If you anticipate that your requirements will not be completed by the end of the semester, please withdraw your application by emailing <a href="mailto:registrar@lewisu.edu">registrar@lewisu.edu</a> from your Lewis student email. If a student has degree issues that will affect their candidacy, these must be resolved by April 11 or the student will not be eligible to participate in the ceremony. These issues include, but are not limited to: waivers, substitutions, and the satisfactory resolution of prior semester 'I' (incomplete) grades.</td>
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<tr>
<td><strong>When will the final record review take place?</strong></td>
<td>Candidate records will be reviewed after final grades are posted; all are due by May 14, 2024. The final record review should be completed by <strong>Friday, May 31, 2024</strong>.</td>
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<tr>
<td><strong>When will the degree be posted on my transcript?</strong></td>
<td>If requirements are met, the graduation date and degree will be posted on the transcript by <strong>Friday, May 31, 2024</strong>. Those who are ineligible will not have the degree posted on their transcript and will be notified via Lewis student email.</td>
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<tr>
<td><strong>What is the graduation/conferral date?</strong></td>
<td>The official graduation date is <strong>May 17, 2024</strong>. This date is the conferral/graduation date that will be displayed on the diploma and transcript for May 2024 graduates. <strong>THIS IS NOT THE COMMENCEMENT CEREMONY DATE.</strong></td>
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</table>
| **When are the degree ceremonies?** | **Friday, May 10**  
Time: TBD  
Colleges: TBD  
**Saturday, May 11**  
Time: TBD  
Colleges: TBD  
➢ Double majors will attend their priority major ceremony. |
| **Will I receive my diploma at the ceremony?** | No diplomas are provided at the ceremony. For graduates with a clear account the diploma will be mailed; typically, this is within 6-8 weeks of the conferral date of May 17, 2024. Diplomas are mailed to the address provided on the graduation application. Students can check for financial balances through their myLewis portal – STUDENT ACCOUNT. |
| **How will I receive my diploma?** | Diplomas are mailed to the address provided on the graduation application. Diplomas are shipped through United States Postal Service (USPS) and cannot be mailed to an international address. In addition, we do not mail diplomas to Lewis University dorms or other offices. Updating your address on your student account will not update the address on your graduation application. If you need to update your diploma mailing address, please email registrar@lewisu.edu to update your graduation application mailing address. The deadline to update your mailing address is May 17, 2024.  
Candidates can choose to have their diploma mailed to Office of the Registrar. To have your diploma mailed to the Office of the Registrar please email registrar@lewisu.edu from your Lewis student email. The Office of the Registrar will send an email to your Lewis student email once the diploma has arrived. The standard diploma processing time will still apply for diplomas being mailed to the Office of the Registrar. |
| **What will be on my diploma?** | For graduates the diploma will display the degree earned at Lewis University and honors designation for qualifying students. The diploma does not display major, minor, concentration or specialization information. This information is stated on the official transcript. |
| **How will my name appear in the commencement booklet and on my diploma?** | Lewis University will use the legal name on file for the diploma name and commencement booklet. If you need to make changes to your legal name, please email registrar@lewisu.edu with the Change of Name form and submit documentation to have your name updated. If you have a preferred first name, please email registrar@lewisu.edu regarding the preferred name process. All changes should be submitted prior to April 11, 2024 to ensure that are changed for commencement material and the diploma. Any request submitted after April 11, 2024 may not be reflected on commencement material or the diploma. |
| **What are the requirements for Honors?** | Bachelor degree recipients are eligible to graduate with honors if they have achieved cumulative grade point averages as follows: 3.500 - 3.749 with cum laude; 3.750 - 3.899 with magna cum laude; 3.900 - 4.000 with summa cum laude. Honors at graduation are indicated on both the student’s diploma and transcript. At commencement, students are draped with an honor cord. Honors designations do not apply to graduate, associate, or certificate students. To qualify, a recipient must have earned a minimum of 56 hours at Lewis, not including credits earned by exam or prior learning assessment. |
**How will degree ceremony honors be assigned?**

Ceremony honors are considered unofficial. An honor designation noted at ceremony may not be the same on the final and permanent record.

Undergraduate students eligible for commencement honors will be determined using the grade point average from the previous semester. University catalog policy applies, and is below.

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**What do I need to participate in the degree ceremony?**

- Must be a May 2024 graduation candidate and have a “Clear” graduation status in their Degree Works.
- Candidates must have their Lewis University cap and gown.
- Candidates must arrive 1 hour before their ceremony start time to check-in and get their line card. All candidates must be checked-in and lined-up on their assigned number 15 minutes prior to their ceremony start time. Late candidates will not be able to participate in the ceremony.

**Am I required to participate in the degree ceremony?**

- No. Participation in the degree ceremony is optional.

**Who needs a ticket for the commencement ceremonies?**

All guest, including infants and children will need a ticket for the degree ceremony. The graduation candidate does not need a ticket for their assigned ceremony. The number of tickets each candidate is eligible for will be communicated in mid-February.

**What is the process for requesting an Invite Letter?**

*Inviting Friends & Family To The U.S. - If the link does not work, please go to https://www.lewisu.edu/student-services/iss/students-resources.htm > Helpful Resources > Inviting Friends & Family To The U.S.*

If you have additional questions regarding the Invite Letter, please contact the Office of International Student and Global Scholar Services at ISGSS@lewisu.edu.

**What is a “Registrar-Graduation Hold”?**

A “Registrar – Graduation Hold” is placed on a graduation candidate’s record during the audit for candidates who have a “cleared” graduation status. The hold impacts registration processes. If you need to make registration changes in the current term, please review with your Advisor how these changes can impact your graduation eligibility and graduation status. To make changes to your registration, please contact registrar@lewisu.edu to process the change request.

The “Registrar – Graduation Hold” does NOT prevent transcripts from being released, ceremony eligibility, diploma mailing or ticket eligibility.