

TO: Prospective May 2010 Graduates
Prospective August 2010 Graduates [CEREMONY PARTICIPATION RESPONSE](#)
DEADLINE APRIL 2, 2010

FROM: Jill R. Mitchley
Registrar

DATE: February 2010

SUBJECT: May 2010 Commencement

- Regardless of the weather, the ceremony will be held in Thomas Fieldhouse.
- In order to better accommodate its graduates, Lock Haven University will hold two commencement ceremonies in May 2010
- - Students graduating from the College of Education and Human Services and from the Master of Education and Master of Health Science degree programs will graduate **Friday, May 7 at 7:30 PM** in Thomas Fieldhouse.
 - Students graduating from the College of Arts and Sciences (including secondary education majors) and from the Master of Liberal Arts degree program will graduate **Saturday, May 8 at 10:00 AM** in Thomas Fieldhouse.

GRADUATION REQUIREMENTS

Before May 7, you should ensure you.....

- Have a declared major
- Meet minimum grade point average requirements. In many cases a 2.000 cumulative grade point average is required. However, some majors require a higher grade point average. For example, education majors must have a 3.000 cumulative grade point average.
- Meet all general education and major requirements
- Have no incompletes
- Earn a minimum of 120.0 semester hours
- Provide the Registrar's Office with all transfer credits
- Pay all tuition, fees, fines, charges for athletic equipment, etc. prior to April 16, 2010
- Return library materials no later than April 16, 2010

COMMENCEMENT ANNOUNCEMENTS

Announcements are not available in the Bookstore. To place an order for announcements go to Balfour.com

CAPS AND GOWNS

Students are required to purchase a cap and gown at the Bookstore for \$32.25. This fee includes cap, gown, and tassel. They become the property of the graduate and are not to be returned. Questions regarding caps and gowns should be referred to the Bookstore at 570-484-2460.

Master degree candidates use academic attire and must contact the Bookstore immediately regarding special arrangements for rental or purchase of cap, gown and hood.

Bookstore hours:

Monday through Friday	8:00 AM to 4:00 PM
Friday, May 7, 2010	8:00 AM to 6:30 PM
Saturday, May 8, 2010	8:00 AM to 2:00 PM

COMMENCEMENT DETAILS/TICKETS

Friday, May 7, 2010

Mandatory Rehearsal – both groups will practice at 12:00 Noon

Time: Rehearsal will start promptly at Noon

Place: Thomas Fieldhouse (please bring a pencil)

Ticket Distribution: Ticket distribution will begin at 11:15 AM on the Fieldhouse floor. Please allow time to pick up tickets so that

rehearsal can begin promptly at noon.

This rehearsal is very important for all prospective graduates participating in either ceremony. In addition to practicing for the ceremony, it is at this session that each graduate will receive 5 guest tickets for Thomas Fieldhouse.

6:30 PM – Lineup for prospective graduates (College of Education & Human Services) – Roger's Gym

6:30 PM -- Doors open to Thomas Fieldhouse – ***ticket required***

7:30 PM – Commencement ceremony for the College of Education & Human Services – Thomas Fieldhouse

Saturday, May 8, 2010

9:00 AM – Lineup for prospective graduates (College of Arts & Sciences) – Roger's Gym

9:00 AM - Doors open to Thomas Fieldhouse - ***ticket required***

10:00 AM - Commencement ceremony for the College of Arts & Sciences - Thomas Fieldhouse

Tickets

Because of the limited seating capacity in Thomas Fieldhouse, each graduate will be given **5 tickets** for distribution to family and friends who wish to attend the ceremony in Thomas Fieldhouse. If more tickets are needed, it is the graduate's responsibility to secure additional tickets from other graduates who may not need their full complement.

Open seating will be available at Price Auditorium for additional guests who may wish to view a large screen telecast of the ceremony.

Tickets are required for admittance to Thomas Fieldhouse.

Graduates will be given their complement of tickets at the graduation rehearsal on Friday, May 7 at 12:00 Noon in Thomas Fieldhouse.

CEREMONY PARTICIPATION

As a prospective graduate, you are encouraged to participate in the Commencement ceremony to celebrate your achievement. We realize, however, that personal and educational obligations sometimes prevent this.

So that we are able to make proper seating assignments and other necessary preparations, please use the online response available at http://www.lhup.edu/registrar/graduation_information.htm (Commencement Ceremony Participation Response). **Please respond by April 2 2010 indicating your intentions to participate in the ceremony.**

HONORS

In order to receive honors upon graduation, a student must complete 60.0 semester hours, **excluding their last semester**, at Lock Haven University and meet the following cumulative grade point average requirement.

Students who have completed 45.0 semester hours, **excluding their last semester**, and who meet the following cumulative grade point average requirement may be listed in the graduation program and announced

with honors. However, final determination of honors will be based on the total hours and the cumulative grade point average after the final semester grades.

Honors for prospective August graduates will be determined using the same criteria.

Cum Laude	3.500 to 3.599
Magna cum Laude	3.600 to 3.749
Summa cum Laude	3.750 to 4.000

DIPLOMAS

Diplomas will be mailed to graduates at their home address of record. **Please verify your home address** by logging into the student information system using your student ID and PIN; choose biographical from the list of options on the left. You will see your home address. If this address is accurate, you do not have to do anything. If this address is not correct, please complete a change of address at http://www.lhup.edu/registrar/enroll_forms.htm (Choose one of the options to change your address -- either print a form or submit the change online.) Ceremony participants will receive a diploma case containing a congratulatory letter from the University President. Those in absentia will be sent a diploma case when diplomas are mailed. If you do not receive a case, please phone 570-484-2008.

TRANSCRIPT REQUEST

Transcript requests must be done with the LHU Transcript Request Form. The request form is available at the Registrar's Office, Russell Hall 127, on the LHU website http://www.lhup.edu/registrar/enroll_transcripts.htm , or by calling 570-484-2006.

JRM/ta

CC: Ms. Gwen Bechdel Mr. James Kownacki Dr. Keith Miller Ms. Sharon Taylor
Ms. Cherie Dolan Major Joseph Loren Ms. Cheryl Reynolds Ms. Joan Welker
Mr. Scott Eldredge Ms. Chris McRae Ms. Denise Shoemaker Ms. Mary White
Dr. Clay Kleckley