

- ❖ If a Phi Theta Kappa member, pick up gold stole

## Graduation Ceremony

- Ceremony is December 16 at 2 p.m. in Centennial Hall.
- Three (3) tickets will be distributed with each gown to be used for guest seating in Centennial Hall. Seating is available on a first-come, first-served basis.
- Viewing rooms will be available throughout campus for other guests.
- Alumni reception for guests and graduates will be held in the cafeteria area after the ceremony.

## Important Dates

- November 3**—Graduation announcements available for pickup in Student Services.
- December 11**—Caps and gowns available for pickup in Bookstore—*required if attending graduation.*
- December 12**—Contact Student Records if special accommodations are needed for any graduates.
- December 14—12 a.m. NEW & UPDATED start time!!!**—Graduation practice in Centennial Hall.
- December 16 —12:30 p.m.**—Report to Room L225.

- ❖ Check in
- ❖ Complete name card
- ❖ If program GPA is 3.500 or higher, pick up honor medallion

- December 16 - 12:30-1:30 p.m.**—Light refreshments will be available for graduates in Room L222/206.
- December 16 - 1:30 p.m.**—Line up in hallway of Lakeshore Building on second floor near atrium.
- January 15** - Verify and confirm your contact information on MYLTC, including name, mailing address, home phone number, cell phone number, and secondary email. If incorrect, contact Student Registration at 920.693.1366. After that date, contact Student Records at 920.693.1888.

## Important Requirements

- Honors recognition
  - ❖ To be eligible for Honors, a **program** grade point average of 3.500 to 3.999 is required. Honors graduates will get a medallion with a white ribbon at check-in.
  - ❖ To be eligible for Presidential Honors, a **program** grade point average of 4.000 is required. Presidential Honors graduates will get a medallion with a gold ribbon at check-in.
  - ❖ PTK members will get a gold stole at check-in.

- ❖ In recognition of military service to the United States of America, students who are honorably discharged U.S. veterans, are currently serving in the U.S. military (active duty, National Guard, or Reserves), or will be commissioned upon graduation, are given the opportunity to wear a red, white, and blue honor cord. Contact Student Records if you would like to wear a cord.

## Grade Point Average Calculations

- ❖ To calculate the program GPAs to determine honors recognition, a web-based system is used.
- ❖ Instructors submit the projected grades to Student Records.

### ***Inclement Weather***

- To check on cancellation information due to inclement weather, call 920.693.1825 or check out the website at [gotoltc.edu](http://gotoltc.edu).

### ***General Information***

- The graduation ceremony will be recorded and it can be viewed on YouTube on or after December 20, 2017.
- December graduates will be coded and diplomas will be mailed by February 9, 2018.
- For frequently asked questions, see the Graduation Info area on LTC's Current Students page at [www.gotoltc.edu/current-students](http://www.gotoltc.edu/current-students).

# **LTC December 2017 Graduates**

## ***Important Requirements, Dates, and Information***

*Student Records*

*1. 888.468.6582, Extension 1888*

