• CLEARANCE FOR GRADUATION

All college financial obligations including degree fee ($20.00), library account and traffic fines should be cleared prior to graduation. Those having National Defense Loans or National Direct Loans must see the Financial Aid Officer in the Financial Aid Office for an exit interview to make arrangements for repaying. Those having Logan-Walker loans must see the Loan Collection Officer in the Bursar's Office for an exit interview to make arrangements for loan repayment.

• COMMENCEMENT ACTIVITIES

FRIDAY, April 30, 2004
10:00 A.M. Graduation Rehearsal – Paul Snow Stadium
ALL CANDIDATES FOR GRADUATION – ATTENDANCE AT REHEARSAL IS MANDATORY! Graduating students not present at the rehearsal will have their diplomas removed from the stage. Complimentary refreshments will be available after rehearsal.

FRIDAY, April 30, 2004
6:15 P.M. All candidates for graduation assemble and go directly to an assigned seat in the stadium. Seats will be assigned at rehearsal.
6:30 P.M. Commencement begins. Graduates are seated - Faculty Processional ONLY.

• REHEARSAL

Candidates for degrees must assemble at 10:00 A.M., Friday, April 30, 2004 for rehearsal and orientation. ATTENDANCE AT REHEARSAL IS MANDATORY! Meet in Paul Snow Stadium. All candidates for graduation are expected to be present. Only one rehearsal will be held.

• ATTENDANCE AT COMMENCEMENT

All who are eligible for Bachelor, Master, or Educational Specialist degrees are expected to appear in academic apparel at commencement.

CANDIDATES NOT WISHING TO PARTICIPATE IN THE COMMENCEMENT EXERCISE SHOULD NOTIFY THE OFFICE OF THE REGISTRAR AS SOON AS POSSIBLE, BUT NO LATER THAN April 9, 2004, to request the degree be awarded in absentia. Those candidates not participating in the commencement exercise will have their diploma mailed (when all financial obligations are clear), upon instruction from the graduate.

• OBTAINING CAPS, GOWNS, AND INVITATIONS

The JSU Campus Bookstore is the authorized distributor for caps, gowns, and announcements. Caps and gowns will be available for purchase at the JSU Campus Bookstore between April 12 and April 30, 2004 during regular business hours, 8:30 A.M. until 4:30 P.M., Monday through Friday. The cost of the Bachelor's apparel is $32.13 including tax. The cost of the Master's apparel, which includes the hood, is $66.42 including tax. The Master's hoods alone are available for $31.05 including tax. Announcements are now available for purchase.

• HONOR GRADUATES

Undergraduate students graduating with the Latin honors cum laude, magna cum laude, and summa cum laude will receive their honor cords at the 10:00 A.M. rehearsal on April 30, 2004. Students receiving special honors within their major do not receive honor cords. Eligibility for honors will be determined at the conclusion of the degree program, therefore honors published in the commencement program do not include the last semester of enrollment.
• INCLEMENT WEATHER
In the event the weather prevents an outdoor rehearsal or exercise, the commencement activity will be held in Pete Mathews Coliseum. Graduates must assemble at 10:00 A.M. in Pete Mathews Coliseum for rehearsal. The commencement will remain at 6:30 P.M. with the location changed to Pete Mathews Coliseum. Due to space limitations, each graduate will be given six guest tickets for admission to the coliseum. Tickets will be distributed at rehearsal.

• The Leone Cole Auditorium will be available for additional seating to view the ceremony on a large screen.
Local radio stations and campus security will announce any decision to locate the commencement activity in Pete Mathews Coliseum should weather become a factor. Call the Graduation Hotline, 782-8197, for changes in the rehearsal or ceremony location.

• ACADEMIC COSTUME AND PROCEDURES
A. Women wear caps through the ceremony without exception.
B. Men remove caps during invocation and benediction.
C. Each candidate for the Bachelors degrees should wear the tassel of the cap on the right side. When the degrees have been conferred to the group collectively, the tassel is changed from the right to the left side. The group should attempt to switch the tassels in unison.
D. Candidates for the Masters and Educational Specialist degrees wear the tassel on the left and leave it in that position, indicating that a previous degree was earned.
E. Candidates for the Masters and Educational Specialist degrees will wear full academic costume, including the hood.
F. There is no rule concerning attire under the gowns, however, be advised that the collar area will be visible as well as the area below the bottom of the gown.

• PHOTOGRAPHS AND VIDEOS
A professional photographer, not associated with the university, has been given permission to photograph each graduate receiving his/her diploma. The photographer will mail a proof to you shortly after commencement outlining cost, delivery time, etc. All interactions regarding the photographs will be directly between the photographer and the graduate.

A professional video service, not associated with the university, has been given permission to tape the exercise. Information on ordering videotapes will be available at the rehearsal.

PLEASE NOTE: Considerable confusion occurs when spectators attempt to photograph graduates in the stage area. This hinders the professional photographer/videographer's attempt to capture all graduates. You are strongly encouraged to refrain from approaching the stage area for photographs or video taping. President Meehan, as well as the other platform members, will remain after the ceremony if you would like the receiving of your diploma recreated for photographic purposes. Please return to the stage area immediately after the ceremony should you or your family desire photographs.

• DIPLOMA PLAQUES
For information and charges for an official JSU custom diploma plaque, call the Office of Alumni Affairs at (256) 782-5404.

• SPECIAL NEEDS
If you or a family member request special needs at commencement, please contact the Registrar’s Office, at 1-800-231-5291 or 256-782-5400 by April 9, 2004. These arrangements need to be made in advance in order to provide proper seating!

• TELEVISED CEREMONY
Commencement will be televised live on WJXS-TV 24 (local Cable One Channel 9). Other cable companies with TV 24 include Cable One (Anniston, Oxford, Munford and Jacksonville); Charter (Piedmont, Southside and Heflin); Leesburg Cable; Collinsville Cable; Lookout Cable (Gaylesville); and Cherokee Co Cable (Centre).