



Dear Potential Graduate,

As of today, you ***have signed up*** for Commencement.

You will be a part of the Afternoon Ceremony at 2:00 PM in the Kress Events Center.

Please **see the checklist below** for all details regarding caps/gowns, Grad Bash, diploma, honors, and May Commencement registration.

If you plan to make edits to your sign-up:

- Log in to your SIS account at www.uwgb.edu/sis
- Select “*Other Academics*” from the dropdown menu, then “*Edit Commencement Info*” (or Apply to graduate if you haven’t yet)
- Complete all fields
- Click on *SAVE* at the bottom of the last screen and then *GRADUATION CONFIRMATION*
- **IMPORTANT: Please verify that your current mailing address is correct**
- Please note that applying to graduate does not automatically register you for Commencement. Even if you have applied to graduate, you must complete the above steps in order to participate in Commencement.

TICKETS: Tickets are ***not*** required for either ceremony. Each graduate is allowed up to 7 guests. Seating is limited and available on a first come first-serve basis.

Spring 2024/ Summer 2024 Commencement Checklist

WHAT	WHEN	HOW
Participate in Grad Bash!	Wednesday, April 10 th Phoenix Rooms 11 am – 4 pm	<ul style="list-style-type: none"> • Pick up resources, cap decorating supplies, free food, and a free UWGB tote bag! • Bring your friends and family, decorate your cap, find helpful campus/ community resources.
<i>Bachelor's Degree and Associate Degree Grads with Academic Honors</i> Receive your Honors Cords	Wednesday, April 10 th April 11 th through April 29 th Commencement Day!	<ul style="list-style-type: none"> • (11am-4pm) Pick up your cords at Grad Bash in the Phoenix Rooms! • (8am-8pm) Pick up your cords at the University Union University Ticketing & Information Center. Student ID required. • Honor's cords will be available for pick up in the Grad Robing room.
Order your cap & gown	Now through April 29 th Now through April 29 th	<ul style="list-style-type: none"> • Order cap and gown online now • Visit the Phoenix Bookstore to purchase instore • Size availability not guaranteed after April 29th • Questions? <ul style="list-style-type: none"> ○ Email Phoenix at bookstore@uwgb.edu. ○ Call The Phoenix Bookstore at (920) 391-6600.
Take the Graduation Survey	Now through May	<ul style="list-style-type: none"> • https://www.uwgb.edu/otsa/student-perspectives/

Congratulations on your upcoming graduation, and we hope to see you in May!
The UW-Green Bay Commencement Team
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UNIVERSITY of WISCONSIN
GREEN BAY

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