

Dear Ridgewater Graduate,

Congratulations on your academic achievement! Your graduation application has been approved. In celebration of this accomplishment, we invite you to participate in the Ridgewater Commencement ceremony. This is an exciting event at Ridgewater College and we look forward to celebrating this important achievement with you and your family. If you would like to participate in the ceremony, please review the following information:

COMMENCEMENT

Hutchinson Campus Graduates:

The Commencement ceremony will be held on **May 11, 2017, at 3:00 p.m.** The ceremony will take place at the **McLeod County Fairgrounds Commercial Building** in Hutchinson, MN. Please arrive to the Commercial Building by 2:00 p.m.

Willmar Campus Graduates:

The Commencement ceremony will be held on **May 12, 2017, 3:00 p.m.** The ceremony will take place at the **Willmar Civic Center**, Willmar, MN. Please arrive to the Willmar Civic Center by 2:00 p.m.

PARTICIPATION FORM

Please complete and submit the Commencement Ceremony Participation Form found through this link [Graduation Participation Form](#). This form must be submitted by May 1.

GRADUATION EXPOS

Hutchinson Campus

Tuesday, March 28, 2017, 11:00 a.m. to 1:00 p.m.

Willmar Campus

Thursday, March 30, 2017, 11:00 a.m. to 1:00 p.m.

An open house will be held at the Ridgewater campuses. Graduates are highly encouraged to attend the Graduation Expo. A 10-20-minute visit to the Graduation Expo will help you take care of details that are necessary to be completed prior to the Graduation ceremony.

REQUIRED ATTIRE: CAP, GOWN, & TASSEL

A black cap, black gown, and Ridgewater tassel are required apparel for all commencement participants. Apparel packages will be available for purchase starting April 1st at either Ridgewater College Bookstore. Students may purchase apparel packages through the website www.ridgewaterbookstore.com or by visiting the Ridgewater Bookstore during their regular hours, 7:45 a.m. - 4:00 p.m. Monday – Thursday and 7:45 a.m. – 3:00p.m. on Fridays.

Apparel will not be available for purchase at the ceremonies. If you own your own black cap and black gown from a previous graduation ceremony, it is appropriate to use that instead of purchasing a new cap and gown package, however, you must still purchase a Ridgewater tassel available in the bookstore for \$5.

Per Ridgewater Policy, **nothing else** may be placed or written on your graduation cap and gown, i.e. corsages, pins, additional program or club honor cords.

HONOR REGALIA

If you qualify to receive honor regalia, it may be picked up prior to the ceremony between 2:00 and 2:30 p.m. For the Hutchinson Campus, McLeod County Fairgrounds, Commercial Building and Willmar Campus, Willmar Civic Center.

You must meet the following criteria to receive honor regalia:

- **4.0 Cumulative GPA** - Medallion and Gold Cord
- **3.75-3.99 Cumulative GPA** - Gold Cord

Please note, according to Ridgewater College Policy, the **only** regalia that graduates may wear are the medallion and honor cords presented by Ridgewater College and Phi Theta Kappa Honor Society cord and tassel. Phi Theta Kappa regalia must be purchased by the student. Regalia can be purchased either at the college bookstore or through your Phi Theta Kappa advisors for the Willmar campus chapter Angie.Hattlestad@ridgewater.edu 320-234-8591 or Trevor.Johnson@ridgewater.edu 320-222-5987 or for the Hutchinson campus chapter, Jill Rezac Jill.Rezac@ridgewater.edu 320-234-8516.

PROGRAM INFORMATION - CHECK TO MAKE SURE IT IS ACCURATE!

Your name will only be printed in the program if you have given Ridgewater College permission to release your directory information. (Directory information includes name, address, phone number, and enrollment status. Just your name, hometown and credentials will be included in the program.) Check the graduation list, located on the Ridgewater College website under Graduation Information, to verify all of your information is accurate. If your name is not on this list or your information is inaccurate, you will need to contact the Records and Registration Office to make necessary changes. The last day to make changes is **April 14, 2017**. If you have questions, please contact Kelli Kienitz, Registrar, at kelli.kienitz@ridgewater.edu or 320-222-5215.

If you have questions regarding the Commencement ceremony, please visit the Ridgewater College Commencement webpage at www.ridgewater.edu/commencementinformation or email Student Life at Student.Life@ridgewater.edu.

Best wishes,
Ridgewater Graduation Committee