



Southwest Baptist UNIVERSITY

Commencement Checklist – Associate Degree Graduates

Congratulations on your upcoming graduation from Southwest Baptist University! Your commencement ceremony will occur on **Friday, May 19, 2023**, at **6 p.m.** in the **Jane and Ken Meyer Wellness and Sports Center** on the SBU Bolivar Campus.

Please complete each of the items below *before the listed deadline* to keep you on track for all graduation-related items during the Spring 2023 semester.

- **March 17** – Order graduation announcements from Jostens (optional). Other items also are available to order, including diploma frames and jewelry. (www.jostens.com)
- **March 31** – Submit a message of thankfulness to be displayed for your family at your ceremony. (<https://sbuniv.info/Grad23Thankyou>)
- **April 5** – **Request to graduate in absentia**, if applicable. If you are unable to attend your ceremony, request to graduate “in absentia” by emailing your reason to graduation@SBUuniv.edu. Program completion fees apply to all degrees obtained.
- **April 5** – Pick up your regalia (cap, tassel, black gown, and white stole). The campus store has placed your order.
 - Bolivar students – Pick up your regalia at the campus store on April 5 between 10 a.m. – 4 p.m.
 - Mountain View, Salem, and Springfield students – Your regalia will be distributed on your campus around this date.
 - Further details will be communicated later in the semester.
- **May 12** – Register for a 20% discount on your graduation photos with Grad Images. (GradImages.com/registration)
- **May 15** – Check your account balance. Your account must be paid in full to receive your diploma or transcript. Contact the Cashier's Office at (417) 328-1524 or cashier@SBUuniv.edu if you have questions about your account.
- **May 18** – Ensure you have **all items ready** to wear to the ceremony.
- **May 19** – Today is the day!
 - **4:45 p.m.** – Arrive at the Intramural Gym for the graduation line-up wearing ALL regalia.
 - **6 p.m.** – Celebrate this huge milestone – you did it!

The Graduation Leadership Team will communicate with you throughout the semester via text message to remind you of important graduation-related deadlines.

Commencement FAQs and Ceremony Details: SBUuniv.edu/academics/commencement/

Ceremony Livestream Link: SBUuniv.info/sp23associate

Questions: Contact graduation@SBUuniv.edu