

## Important Dates and Times

- Application deadline  
Friday, February 23, 2018
- Grad Finale  
Wednesday, March 14, 2018  
3:00 p.m. - 7:00 p.m.  
Calumet College of St. Joseph  
2nd floor
- Graduation Banquet  
Thursday, May 17, 2018  
6:00 p.m., Dynasty Banquets
- Baccalaureate Mass  
Saturday, May 19, 2018  
10:00 a.m., St. John The Baptist
- Commencement  
Saturday, May 19, 2018  
12:00 p.m., Dennis and Leslie  
Rittenmeyer Athletic Center  
Calumet College of St. Joseph

## For more information and commencement updates:

visit [www.ccsj.edu/commencement](http://www.ccsj.edu/commencement)

Grad Finale or the Graduation Banquet and Awards Ceremony

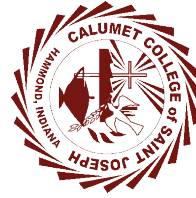
Contact Dr. Dionne Jones-Malone at  
[djonesmalone@ccsj.edu](mailto:djonesmalone@ccsj.edu) or (219) 473-4305

Baccalaureate Mass  
Contact Br. Jerry Schwieterman at  
(219) 473-4239 or [jschwieterman@ccsj.edu](mailto:jschwieterman@ccsj.edu)

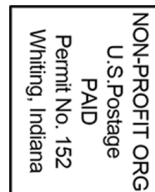
Commencement Exercise  
Contact Cheryl Davis at [cdavis@ccsj.edu](mailto:cdavis@ccsj.edu)  
or (219) 473-4321

Academic requirements for graduation  
or the graduation application  
Contact Office of Academic Advising  
at [advising@ccsj.edu](mailto:advising@ccsj.edu) or 219-473-4220

**You Belong!**  
[ccsj.edu](http://ccsj.edu)



Calumet College of St. Joseph  
Office of Academic Advising  
2400 New York Avenue  
Whiting, IN 46394



# Calumet College of St. Joseph

## Commencement Events

Class of 2018

A Quick Reference Guide

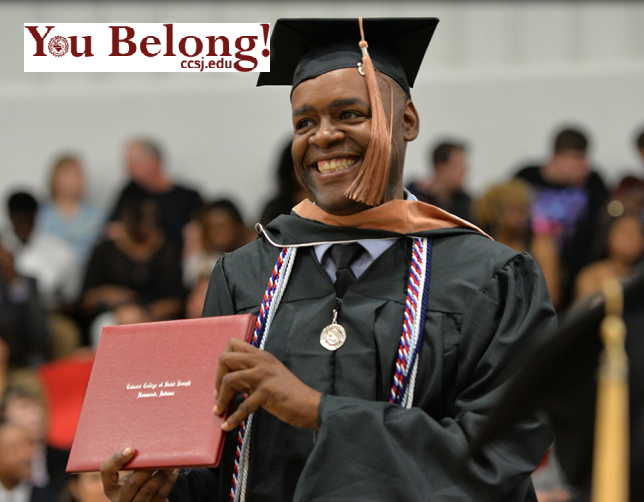
## Congratulations!

Calumet College of St. Joseph is delighted to address you as a prospective member of the graduating class of 2018. We are very proud of the work you have accomplished to date and look forward to celebrating your academic achievement with the Baccalaureate Mass and Commencement Exercise on Saturday, May 19, 2018. This quick reference guide is intended to give you basic information on dates and times for Commencement-related activities. In order to be eligible and participate in the ceremony, you must have completed your coursework in December 2017 or you must plan to complete your coursework as of May 2018 (or August 2018 for summer students).

## Graduation Application

Please keep in mind that the graduation process is not automatic. Students who do not complete the application for graduation by Friday, February 23, 2018 will not be awarded/degreed until the next graduation term. Log into your [MyCCSJ](http://myccsj.edu) account ([my.ccsj.edu](http://myccsj.edu)) to complete your graduation checklist and apply for graduation. You must complete the following steps under Graduation Checklist to apply for graduation: *Review Personal Information, Review Student Billing Account, and Apply for Degree.* If you plan to participate in Commencement, you must complete the graduation application no later than Friday, February 23, 2018.

Calumet College of Saint Joseph  
Hammond, Indiana



## Graduation Fee

A \$125.00 graduation fee will be assessed for all associate and bachelor degree recipients and a \$150 graduation fee for all master degree recipients upon completion of the graduation application. These fees are incurred for all graduates whether or not they participate in the Commencement ceremony.

## Commencement Tickets

All guests, including children, must have a ticket to attend the Commencement Exercise. Each student participating in the commencement ceremony will receive 4 tickets to the commencement exercise. The number of tickets available for each student is based upon the size of the respective graduating class. In order to comply with the maximum occupancy laws for the Dennis and Leslie Rittenmeyer Athletic Center, the commencement ticket allotment for each graduating student is final; there are no extra tickets. We cannot replace lost, stolen or misplaced tickets. Tickets are distributed at Grad Finale. Your tickets will be forfeited if you do not claim them by Friday, May 11, 2018.

## Grad Finale

Wednesday, March 14, 2018  
3:00 p.m. – 7:00 p.m., 2nd floor  
Calumet College of St. Joseph

Grad Finale, a Graduation Fair, is a one stop shop for graduating seniors. Here they can check their graduation status, purchase their cap and gown, class rings, and announcements with a representative from Jostens. They can also pick up their graduation tickets, have a professional picture taken, and much more.

## Academic Garment (Cap and Gown) Online Ordering

Academic garments must be ordered through Jostens starting at Grad Finale. If you are not able to attend Grad Finale, online ordering will go live at the Jostens' website ([www.jostens.com](http://www.jostens.com), go to Find My School's Store), starting Thursday, March 15 until Friday, April 13 at midnight. The cost of the cap and gown are included in your graduation application fee, however, you are responsible for the shipping and handling charges. From April 14 – May 3 students will only be able to place cap and gown orders via phone with Jostens. Late fees do apply and graduates will be responsible for any late charge or fees from this point.

December and May graduates with honors or distinction (based on verified GPA) will be provided with an honor stole on graduation day. By decision of the Faculty Senate, August graduates who are officially designated as candidates, are not provided with honor stoles since they have not yet fulfilled all course requirements and a final GPA cannot yet be determined.

## Graduation Banquet and Awards Ceremony

Thursday, May 17, 2018  
6:00 p.m. – 11:00 p.m.  
Dynasty Banquets, 4125 Calumet Avenue  
Hammond, IN 46320

The cost for the banquet is \$25.00 per person with a cash bar. Tickets for the event can be purchased at Grad Finale and online at [www.ccsj.edu/commencement](http://www.ccsj.edu/commencement). Due to limited seating, reservations are required. Tickets cannot be purchased on the evening of the banquet. The last day to purchase tickets is May 7, 2018.

## Baccalaureate Mass

Saturday, May 19, 2018  
10:00 a.m.  
St. John the Baptist Church  
1849 Lincoln, Whiting, IN 46394

Graduates and their family and friends are invited to attend the celebration of the Catholic Mass prior to the graduation ceremony. Tickets are not required. Graduates are asked to wear their academic regalia. Complimentary van service will be provided to and from the Mass.

## Commencement Exercise

Saturday, May 19, 2018  
12:00 p.m.  
Dennis and Leslie Rittenmeyer Athletic Center

Graduates are expected to arrive promptly at 10:30 a.m. with their cap and gown to register and receive instructions. Registration will occur in the main building on the second floor across from the elevators. The doors to the Rittenmeyer Center will open to the public at 11:00 a.m. and 10:30 a.m. for guests with special needs.

## Financial Aid

If you have accepted student loans while attending CCSJ, government regulations require you to complete student loan counseling. Exit counseling can be completed at [www.nsls.ed.gov](http://www.nsls.ed.gov). An explanation of your rights/responsibilities as a student loan borrower will be presented as well as a review of important student loans details; such as interest rates, loan repayment options, and deferment or forbearance options.

## Special Accommodations

Due to limited seating, a maximum of one family member or friend may be seated in the special needs seating section area with the disabled guest. Prior arrangements are required due to limited seating. Limited handicap parking for guests is available in the rear of the building. Wheelchairs will not be provided by CCSJ. Candidates and guests with special accommodations must contact Angela Szczepanik-Sanchez at (219) 473-4349 or [aszczepaniksanchez@ccsj.edu](mailto:aszczepaniksanchez@ccsj.edu)

## Professional Photographer

A photographer from Grad Images will photograph you as you cross the stage to receive your diploma. All photos can be viewed and ordered online at [www.gradimages.com](http://www.gradimages.com). A confidential photo proof will be emailed to you with viewing and purchasing instructions. For additional information, contact Grad Images at 1-800-261-2576.

## Live Streaming

For those family members and friends who are unable to attend Commencement, CCSJ will offer a live video stream of the ceremony at [www.ccsj.edu/live](http://www.ccsj.edu/live).

*Photographs will be taken at all commencement activities such as Grad Finale, the Graduation Banquet and Awards Ceremony, Baccalaureate Mass and Commencement. Your image/photographic likeness may be used for publicity or general information purposes including publication on the CCSJ website or within other publicity which may be seen by the general public.*