

FAQ about Commencement 2020

Given the current challenges we're all facing with the COVID-19 pandemic, we have decided to cancel all CCSJ in-person commencement 2020 activities. We're ironing out the details but we plan to hold a virtual conferring of student degrees in June.

We look forward to honoring our students, their achievements, and contributions and to celebrating with everyone's friends and families.

Below are answers to questions we have been receiving. If you have any additional questions, please contact us at commencement@ccsj.edu.

Fees

Will I receive a refund for my graduation fee?

The graduation fee covers the cost of degree audits and evaluations, the diploma, diploma cover, mailing fees, program booklet and other materials. Students may receive a credit of the cap and gown cost if they choose not to order a cap and gown. Associates and Bachelors will receive a \$19 credit and Masters will receive a \$39.95 credit. If you have a zero balance, you will receive this credit as a refund. Refunds will be processed after May 15.

Do I still have to pay the graduation fee since the in-person commencement ceremony has been cancelled?

Yes. A graduation fee will be assessed for all associate, bachelor and master degree recipients. Graduation fees that are not paid after the application is submitted may result in a hold being placed on the student's record. Diplomas will not be released to graduates with an account balance. Students should make sure all fees, including the Graduation Fee, are paid prior to leaving the College.

Can I receive my diploma or official transcript if I have an academic, financial aid, or survey hold?

No. Degrees and transcripts are withheld from those who have not settled their obligations to the College, including, if any, tuition and fees, book rental charges, library fines and exit surveys. Students must pay their accounts in full.

Ceremony Information

Are the May 2020 commencement activities cancelled?

The Graduation Awards Banquet event has been cancelled. The in-person commencement has been changed to a virtual ceremony. Plans are underway for the virtual ceremony scheduled for June 20.

How will I be notified about the updated schedule for the virtual commencement ceremony?

Students will receive an email and mailer to their address on file. All updates will be posted on the commencement website as soon as they are available.

I am scheduled to graduate in May 2020. Will I still graduate on May 16, 2020?

Yes. Degrees for the December and May graduates as well as August candidates will be conferred on May 16 by the President and the Vice President of Academic Affairs.

What does “virtual conferring of degrees” mean?

We are still in the process of working through the details of how this will be hosted and what the program will include. What we can tell you is it will be online and inclusive for all 2020 graduates. More information will be shared as soon as it is available.

If I already applied for graduation, will that carry over to the newly scheduled virtual ceremony?

Yes. If you have not applied and are scheduled to graduate this May, you MUST apply NOW! See our website for more information.

I am a May 2020 graduate, will I still get my diploma?

Diplomas, diploma covers and regalia adornments will be mailed to your permanent address after May 31, 2020. Please check your MyCCSJ to make sure your address and information is correct.

Regalia

Can I still purchase my cap and gown?

Yes. If you would like to purchase a cap and gown to commemorate your accomplishments, you may still order your cap and gown online from Jostens at

<https://www.jostens.com/apps/store/customer/1072237/Calumet-College-of-Saint-Joseph/>. **The deadline to order your cap and gown is April 30th.** You are responsible for paying the \$12.95 shipping and handling fee. The Associate and Bachelors package includes a cap, gown and tassel. The Masters packets includes a cap, gown, hood and tassel.

What if I already paid Jostens \$12.95 for the shipping and handling at Grad Finale?

If you paid by credit card at the Grad Finale, the cap and gown orders were held to see what type of commencement we could have. The credit card information has expired and you will have to place your order again via <https://www.jostens.com/apps/store/customer/1072237/Calumet-College-of-Saint-Joseph/> by April 30th. If you no longer want a cap and gown, you do not have to do anything. The order was not processed.

If you paid by cash, you can still receive your cap and gown. Please email cdavis@ccsj.edu with your decision to receive or to get a refund for shipping fee. If you do not want a cap and gown, Jostens will process a refund if you paid your shipping and handling fee. The refund can take approximately 4 weeks to process.

If I have not paid Jostens \$12.95 for the shipping and handling, can I still purchase a cap and gown?

Yes. All you have to do is order your cap and gown online with Jostens and pay the \$12.95 shipping and handling at the time of your order. This must be done by April 30th
<https://www.jostens.com/apps/store/customer/1072237/Calumet-College-of-Saint-Joseph/>.

How do students get honor sashes?

Honor sashes are given out only to undergraduate students who have a minimum 3.5 GPA. Honor sashes will be mailed to your permanent address.

If I am part of an organization (i.e. Athletics, Veterans, St. Gaspar's Honors Learning Community, etc.), how will I receive my cord?

If you are receiving a cord, it will be included in your graduation mailer and mailed to your permanent address.

Diplomas & Program

Will my name still be in the 2020 commencement printed program?

You must have completed your coursework in December 2019 or you must plan to complete your coursework as of May 2020 or August 2020 for summer students to be included in the commencement program.

Updated as of 4/17/20

How do I get a copy of the 2020 commencement printed program?

The commencement printed program will be mailed out.

Graduation Exit Surveys

If I accepted student loans while attending CCSJ, do I have to complete student loan counseling?

Yes, Government regulations require you to complete student loan counseling. Visit the <https://studentaid.gov/> website, log in with your federal FSA ID and select the “Manage Loans”, “Complete Counseling” link, then “Complete Exit Counseling” to begin. Follow the prompts to complete the loan exit counseling process, which covers both Direct and FFEL borrowers. An explanation of your rights/responsibilities as a student loan borrower will be presented as well as a review of important loan details; such as interest rates, loan repayment options, and deferment or forbearance options.

I received an email about the First Destination survey, do I need to complete the survey?

The Career Services Office conducts a graduation survey of all graduates. This information is utilized to provide summary data about your graduating class. This data is critical for the University's annual report and is also helpful to academic departments, current and prospective students, and potential employers. The survey takes 2 minutes to complete. Please click on the link https://www.ccsj.edu/careers/CCSJ_Graduation_Survey_2020.pdf to fill out the survey and email it to Dino Ramirez, dramirez1@ccsj.edu. Once the survey is completed and submitted, students will receive a cool CCSJ t-shirt that will be included in your graduation mailer.

International Students

I left the United States and I am back in my home country. Will my degree be mailed to me?

Yes.

How do I receive my country sash adornment?

Your country sash will be included in the diploma mailer.

Virtual Ceremony Frequently Asked Questions

Leading up to and during commencement, graduates are encouraged to share their memories on social media using **#CCSJgrad2020**.

What is a virtual commencement?

A virtual commencement celebrates graduates' achievements online with both traditional and virtual elements. CCSJ's virtual commencement will include speeches from invited guests, the valedictorian and academic leaders as well as academic traditions that you would typically experience at in-person commencements.

When is the virtual commencement?

CCSJ's virtual commencement will premiere on Saturday, June 20 at 12:00 p.m. The ceremony will be available to graduates and their families to access on our website (www.ccsj.edu) as well as various social media platforms. After the event, the entire commencement ceremony will continue to be available for all graduates and their families to access.

How do I share a virtual commencement with my family and friends?

The ceremony link as well as an electronic version of the Commencement Program booklet will be available for graduating students along with their family and friends. We encourage graduating students to celebrate by watching the virtual commencement ceremony together with family and friends via Zoom, Google Hangouts, Facetime and other virtual meeting applications. We also encourage you to share your experience on social media using **#CCSJgrad2020**.

What if I don't want to participate in the virtual ceremony?

Even if you don't submit content, you will still have an Individual Recognition Slide.

Will CCSJ have an in-person commencement ceremony or recognition at a later date?

We will not have an in-person commencement; however, we are considering some type of recognition to celebrate the graduates' accomplishments. We are monitoring guidance from the state and federal governments and will update you if and when we feel confident that those plans can move forward.

Will there be separate ceremonies for Undergraduate and Graduate students?

No, all graduating students will be part of the virtual ceremony that debuts on June 20.

Will all of the graduates' names be called?

All graduating students will have their name announced in the virtual commencement. Everyone attending the virtual ceremony will have access to all of the Individual Recognition Slides, this allows you to see your slide as well as your friends and classmates.

Will I be able to receive a commencement program?

Yes. A digital version will be available on the commencement site and a print version will be mailed with students' diplomas.

When will I receive my graduation package?

Students will have an opportunity to pick up their graduation package using the Curbside Pick-Up on Wednesday, June 10, 9-1 pm and Thursday, June 11, 1-5 pm. The Curbside Pick-Up will occur at the back entrance of the parking lot. This no-contact curbside does not require you to exit your car. When you arrive, someone will check in with you and retrieve your package. Packages not picked up will be mailed, starting the week of June 15, to your permanent address that the Registrar has on file. Please check your MyCCSJ to make sure your address and information is correct.

If you are not able to pick up your graduation package, you may send a proxy with a note stating they have permission to pick up your graduation package. You can email this in advance of their arrival to commencement@ccsj.edu or provide a hard copy of the document at the time of pick up. Your proxy must have a copy of your student ID card or other photo ID and will be asked to show his or her own photo identification.

When will I receive my diploma?

If you have settled your obligations to the College, including, if any, tuition and fees, book rental charges, library fines and exit surveys, your diploma will be included in your graduation package. If not, your diploma will be available for pick up after you have settled your obligations to the College. Students must pay their accounts in full.

What does the graduation mailer include?

The graduation mailer includes your diploma (if your account is paid in full), diploma cover, commencement booklet, and regalia adornments. Share your excitement with your CCSJ family as you unpack your graduation mailer! **#CCSJgrad2020**