



NORTHWESTERN STATE UNIVERSITY
COLLEGE OF NURSING AND SCHOOL OF
ALLIED HEALTH



CANDIDATES FOR GRADUATION
FALL 2020

Congratulations as you near completion of your degree from Northwestern State University. Northwestern has scheduled two ceremonies for the College of Nursing and School of Allied Health on **Thursday, December 17, 2020**. Please carefully read the following information to determine important dates and times for all activities. The ceremonies will be **ticketed events** with Prather Coliseum limited to 25 percent capacity. Candidates will be allowed four guest tickets and tickets must be obtained in advance. All ceremonies will be livestreamed at www.nsula.edu and will be recorded.

FALL2020
CANDIDATES
IMPORTANT DATES

October 1, 2020

Application Deadline: The deadline for undergraduate and graduate students to apply for fall 2020 graduation is October 1, 2020.

How to Apply to Graduate: Click on “How to Apply to Graduate” at <http://registrar.nsula.edu/assets/Uploads/HOW-TO-APPLY-TO-GRADUATE.pdf> for instructions for logging into your secure account to complete the application.

Application for Graduation: Log into your account through myNSU at <https://my.nsula.edu/>. Navigate to NSUConnect from the **QuickLinks Menu**. Click on the **Student** tab, then click **Student Records**. Select “Apply to Graduate” and follow the instructions.

November 20, 2020

Graduate School: The deadline for paper defenses for Graduate School candidates graduating in the fall 2020 semester is Friday, November 20, 2020.

December 4, 2020

Attendance: Participation in commencement on December 18, 2020, is mandatory for fall graduates. If a problem arises and you are unable to attend, notify the University Registrar's Office in writing no later than **December 4, 2020**. Please list your full name, campus wide ID number or social security number, the address to which you want your diploma mailed, and sign your statement. Mail or fax the notice to the University Registrar's Office. Contact information is listed below. A **form letter** is included with this information for your convenience.

Graduate School: The deadline for **graduate students** for submission of theses, papers in lieu of thesis, comps reports, and transfer credits is 12:00 noon on **December 4, 2020**. All documentation must be received by this date or your name will be removed from the list of degree candidates and you must reapply for graduation.

Northwestern State University of Louisiana
University Registrar's Office
Natchitoches, LA 71497
Telephone (318) 357-6171 or 1-800-807-8849
FAX (318) 357-5823

COMMENCEMENT EXERCISES

Fall 2020 commencement exercises for the College of Nursing and School of Allied Health will be held Thursday, December 17, 2020, at the times listed below. **You must report promptly at the time and place listed.**

There is no practice for commencement. Please read and carefully follow these instructions.
Keep these instructions for future reference and review before the ceremony.

COVID-19 Phase 3 health and safety protocols will be enforced.

Mask that cover the nose and mouth will be required.

THURSDAY, DECEMBER 17, 2020

**9:30 AM THE FOLLOWING MEET AT PRATHER COLISEUM FOR THE
10:00 AM CEREMONY:**

College of Nursing and School of Allied Health

DNP – Doctor of Nursing Practice
MSN – Master of Science in Nursing
BSN – Bachelor of Science in Nursing

10:00 AM Commencement ceremony begins for the college listed above.

**12:30 PM THE FOLLOWING MEET AT PRATHER COLISEUM FOR THE
1:00 PM CEREMONY:**

College of Nursing and School of Allied Health

MS – Radiologic Sciences
BAS – Allied Health
BS – Radiologic Sciences
ASN – Associate of Science in Nursing

1:00 PM Commencement ceremony begins for the college listed above.

ACADEMIC ATTIRE

All candidates participating in the commencement exercises must be in appropriate academic attire. You can order your cap and gown online from the NSU Bookstore at <https://www.bkstr.com/northwesternstateustore/shop/graduation>. The bookstore will be open the day of commencement.

Graduates receiving associate and bachelor degrees will also purchase college color cords. These will be given to you when you receive your cap and gown.

The hoods of the candidates for advanced Northwestern State University degrees (Masters, Specialists, and Doctoral) are lined with the colors of the University, purple and white. The colors of the edging of hoods and tassels of the mortarboards are representative of the degree as follows:

Arts, Letters, and Humanities	White
Education	Baby Blue
Music	Pink
Nursing	Apricot
Science	Golden

DRESS FOR COMMENCEMENT

Women should wear black dresses or pants and black shoes (**heels higher than 3 inches are not allowed on the coliseum floor**). Men should wear black suits or black trousers, black shoes, dark ties, and white shirts.

IMPORTANT NOTES:

- Heels higher than 3 inches are not allowed on the coliseum floor.
- The Phi Kappa Phi medallion, Blue Key and Purple Jackets honor cords, honor medallions, honor stoles, and academic honor cords are the only items that you are authorized to wear on your gown.

PHI KAPPA PHI

All members of the fraternity may wear the Phi Kappa Phi medallion presented to them at initiation. Please bring your medallion with you to the ceremony. (Note: Phi Kappa Phi is a national honor society. Members will be listed in the commencement program. Membership in Phi Kappa Phi does not signify graduation with special honors.)

SPECIAL HONORS

All undergraduate bachelor degree candidates who meet the criteria for special honors will be given a medallion when they report to the coliseum for their ceremony.

DIPLOMAS

Diplomas will be mailed to students who have met all degree requirements following official verification.

Note: If you are unable to attend the commencement ceremony, **you must send a letter to the University Registrar's Office no later than December 4, 2020** stating that you will not attend. The letter must include your name, campus wide ID number or social security number, signature, and mailing address for your diploma (**a form letter is included with this information for your convenience**).

COMMENCEMENT VIDEO

NSU TV at Northwestern State University will professionally record the ceremony and produce a DVD. Do not miss a single minute of this ceremony that recognizes your academic achievements. Go to <https://commerce.cashnet.com/PRESSWEB> to complete the order form and submit your online payment. NSU accepts Visa, MasterCard, American Express, and Discover. Please call (318) 357-4417 or (318) 357-6588 with any questions.

Note: If you are unable to click on the link to access the website, copy and paste the address into your browser address bar.

FIRST DESTINATION SURVEY

Please take a few minutes to fill out your graduation survey to share your post-graduation plans with the Northwestern State University community. Go to https://nsula.joinhandshake.com/first_destination_surveys/3576 to complete the survey. As a thank you, students who complete this survey by November 18th will be entered to **win a \$250 Amazon gift card**. We look forward to sharing the wonderful accomplishments of the Class of 2020 with the Northwestern State University community.

COMMENCEMENT CEREMONY INSTRUCTIONS

There is no practice for commencement. Please read and carefully follow these instructions.

Keep these instructions for future reference and review before the ceremony.

The ceremonies will be **ticketed events** with Prather Coliseum limited to 25 percent capacity. Candidates will be allowed four guest tickets and tickets must be obtained in advance.

All ceremonies will be livestreamed at www.nsula.edu and will be recorded.

- 1. CAPS AND GOWNS:** When you purchase your cap and gown, be sure to specify the type of degree you are receiving, your major, and college. Undergraduate students must purchase color cords representing their college. Graduate students must purchase a hood to wear with the gown. **Candidates must be fully dressed in cap and gown to enter the coliseum.** Be sure to secure your cap with hairpins.
- 2. COMMENCEMENT CARDS:** **A commencement card with your name and address on it will be given to you when you report to the coliseum.** You will then be escorted directly to your seat where you will be required to remain until the end of the ceremony. Please complete the information on the reverse side of the card for photographer identification purposes. (A pen will be provided in your seat.) Write the phonetic spelling of your name on the front as indicated if your name has ever been mispronounced. If you are receiving special honors (*summa cum laude*, *magna cum laude*, or *cum laude*), this information will be printed on your card. **You must have the card to go across the stage.** This is used to read your name as you cross the stage.
- 3. DIPLOMA COVER:** **A diploma cover will be placed in your seat.** Be sure to take the diploma cover to the stage with you for your photograph. Diplomas will be mailed to students who have met all degree requirements following official verification.
- 4. SPECIAL HONORS (Bachelor Degree Candidates only):** **Students who are graduating with special honors (summa cum laude, magna cum laude, and cum laude) will be given a medallion when reporting to the coliseum** ceremony and will be recognized by the academic dean as they cross the stage.
- 5. GRADUATE STUDENTS:** Doctoral degree candidates will be the first ones to go across the stage. Specialist degree candidates must pause at the ramp until the academic dean has finished calling all Doctoral degree candidates. Be sure to take your commencement card and diploma cover to the stage with you.
- 6. UNDERGRADUATE STUDENTS:** **You will be escorted to the stage by a staff member. Be sure to take your commencement card and diploma cover with you** when you go to the stage. You must present the card to the person assisting your academic dean as you come up to the podium. The card will be used to call out your name and any special honors you have received.

When you are escorted to the stage, **the first person in line for the college must stop at the bottom of the ramp to the stage.** When the emcee announces the dean to be presenting, go immediately up the ramp to the stage. A photographer will take a picture of each graduate at the bottom of the stage ramp when you exit the stage. Please watch for their directions when you exit the stage as this moves very quickly. Be seated when you return to your chair.
- 7. RECESSIONAL:** **The stage party will exit the coliseum first.** Following the stage party, staff will lead the graduates from the coliseum beginning at the front of the candidate seating. Please follow the leader to exit the coliseum.
- 8. COMMENCEMENT PICTURES:** There will be no picture taking from the arena floor. During the ceremonies, **a photographer will be taking pictures at the bottom of the ramp as you leave the stage.** These pictures may be purchased from the photographer. The commencement card with your name and address will be given to the photographer to mail you a proof, prices, and information about ordering pictures. You are under no obligation to purchase these pictures.

GRADUATION WITH SPECIAL HONORS (Bachelor Degree Candidates Only)

Scholastic honors represent the highest form of recognition that can be bestowed upon a student by a university. As a means of acknowledging the efforts and accomplishments of students whose scholastic performance is most worthy, Northwestern State University is pleased to grant special distinction to graduating seniors who meet or surpass the standards described below.

Students who have an **overall** grade point average of at least 3.50 and through 3.699 will be recognized as graduating *cum laude*. Those with a grade point average of at least 3.70 and through 3.899 will graduate *magna cum laude*. Those with a grade point average of 3.90 or higher will graduate *summa cum laude*.

1. All grades earned, including all grades earned in repeated courses, are used in computing eligibility for Special Honors. That is, grades for repeated courses have to be added back into totals and recalculated into the grade point average.
2. Students will be eligible for academic honors as justified by the **entire** academic record, which includes courses taken prior to the declaration of Academic Bankruptcy.
3. Special exams and CLEP hours **cannot** be used in computing eligibility for special honors.

Students graduating with Special Honors (e.g. *cum laude*, *magna cum laude*, and *summa cum laude*) are recognized at commencement in the following ways: wear a medallion that will be provided at the ceremony and the academic dean will recognize the special honor from the commencement card.

When you go across the stage your academic dean will read the following from your commencement card: name, special honor, and GPA (for 4.0 only). These items will be read according to the following guidelines:

1. Students graduating with the highest GPA within each college and a perfect 4.0 GPA: Academic dean will read name, special honor, GPA, and indicate that these students are graduating with the highest GPA within that college.
2. Students graduating with the highest GPA within each college and have less than a 4.0 GPA: Academic dean will read name, special honor, and indicate that these students are graduating with the highest GPA within that college.
3. Students graduating with Special Honors: Deans will read name of student and special honor.



**NORTHWESTERN STATE
UNIVERSITY
SUMMER 2020 GRADUATE
COMMENCEMENT ATTENDANCE FORM**

To: University Registrar's Office
Northwestern State University

**Complete the information below if you plan to participate in commencement exercises.
Return to the Registrar's Office by December 4, 2020.**

_____ **I am a summer 2020 graduate. I will participate
in the fall 2020 commencement exercises for the
College of Nursing and School of Allied Health
on December 17, 2020.**

NAME (PLEASE PRINT)

STREET ADDRESS

CITY, STATE, AND ZIP

**RETURN THIS NOTICE TO THE REGISTRAR'S OFFICE BY
DECEMBER 4, 2020.**

The form may be faxed to: (318) 357-5823

Or

**Mailed to: Northwestern State University
University Registrar's Office
Natchitoches, LA 71497**

Signature

Date

Student ID Number

Email Address (We will send an email confirmation to this address.)

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**NORTHWESTERN STATE UNIVERSITY
COLLEGE OF NURSING AND SCHOOL OF
ALLIED HEALTH
COMMENCEMENT NON-ATTENDANCE FORM
FALL 2020 GRADUATE**

**To: University Registrar's Office
Northwestern State University**

**_____ I will not attend the commencement ceremony for the College of
Nursing and School of Allied Health on December 17, 2020. Please mail my
diploma to the following address.**

NAME (PLEASE PRINT)

STREET ADDRESS

CITY, STATE, AND ZIP

**RETURN THIS NOTICE TO THE REGISTRAR'S OFFICE BY
December 4, 2020.**

The form may be faxed to: (318) 357-5823

Or

**Mailed to: Northwestern State University
University Registrar's Office
Natchitoches, LA 71497**

Signature

Date

Student ID Number

Email Address (We will send an email confirmation to this address.)

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