



Webster University

Commencement 2012

Saturday, May 12, 2012

The MUNY

**9:30 a.m.- PROCESSION OF GRADUATES, FACULTY, ADMINISTRATION,
BOARD OF TRUSTEES and HONORED GUESTS**

~Guests: Please be seated by 9:15 a.m.

10 a.m. – GENERAL CEREMONY – The MUNY

Individual School and College Ceremonies

8:30 a.m.

School of Education – West Pavilion

School of Communications – Theatre Drive Stage

Walker School of Business & Technology Undergraduate – Upper MUNY Parking Lot

11:15 a.m. (approximately)

Walker School of Business & Technology Graduate School – MUNY Theatre

Leigh Gerding College of Fine Arts – West Pavilion

College of Arts & Sciences – Theatre Drive Stage

Steps to Graduation:

1. _____ *Submit* a **PETITION TO GRADUATE**

All students completing all degree requirements in May 2012 **MUST** fill out a **PETITION TO GRADUATE**.

Petitions are **DUE MONDAY, FEBRUARY 13, 2012**. Undergraduate petitions should be submitted to the academic departments and graduate petitions to Academic Affairs (extended campuses), Academic Advising (St. Louis area and Online Students), School of Education (all students in the School of Education).

2. ____ *Clear* **BUSINESS OFFICE ACCOUNTS.**
Students who have completed all of their academic requirements to graduate must clear their Student Business Office account balance prior to diploma and transcript release. For more information, call the Business Office at 1-800-981-9803.
3. ____ *Complete* **RSVP CARD** for the Commencement Ceremony at The Muny on Saturday, May 12, 2012. *Return* **RSVP CARD** via e-mail or to the Registrar's Office, 470 E. Lockwood, St. Louis, MO 63119 **BY APRIL 6, 2012.**

FOR EXTENDED CAMPUS GRADUATES:

Notify your **CAMPUS DIRECTOR BY FEBRUARY 27, 2012** to submit your name on the **Commencement Participation Form** if you intend to participate in the St. Louis Commencement ceremony.

FULLY ONLINE GRADUATES:

Contact Elizabeth Hamtil in the Online Learning Center at ehamtil37@webster.edu.

4. ____ *Order* **CAPS AND GOWNS** at the **SENIOR SALUTE, Thursday, March 29 from 10 a.m.-5 p.m. and March 30, 2012 from 10 a.m.- 4 p.m. or during regular business hours at the UNIVERSITY BOOKSTORE until May 11th.**

For Webster University Online or Extended Campus Graduates ONLY: To order caps and gowns call the University Bookstore at 1-888-GOR-LOKS (1-888-467-5657) or 314-968-5936 after March 30, 2011.

Military students are welcome to wear their dress uniforms.

To *order* **ANNOUNCEMENTS** and other graduation accessories, go to www.herffjones.com/college.

5. ____ *Refer* to the **COMMENCEMENT WEBSITE** (www.webster.edu/commencement) for information on photos, directions, parking, hotel, and lots more.
6. ____ *Distribute* copies of the **MAP TO YOUR COMMENCEMENT CEREMONY** to friends and family with your Commencement announcements. The map shows where to enter the MUNY, your check-in area, the location and time of your individual School/College ceremony. These maps contain all the information you and your guests will need to navigate your way through Commencement day.

The *Guests with Special Needs Map* will designate wheelchair seating. Note that wheelchair seating can accommodate one guest with a wheelchair and one additional guest.

7. _____ *Celebrate* the completion of your Webster University degree (and the previous 8 steps!) at the **93rd ANNUAL COMMENCEMENT CEREMONY on SATURDAY, MAY 12, 2012!**

Things to Consider:

*Would you like to contribute to the broad effort to build responsible citizenship and a sustainable world? If so, you may want to join students at colleges and universities nationwide who have taken the Pledge of Social and Environmental Responsibility.

Review the **PLEDGE OF SOCIAL AND ENVIRONMENTAL RESPONSIBILITY** and, if you choose to participate, sign and submit the form to Kate Parsons, Center for Ethics, Pearson House, 470 E. Lockwood, St. Louis, MO 63119 by April 5, 2012.