



Winter 2020 Commencement Policies

The following policies will be in place for Walden's Winter 2020 Commencement Ceremonies.

Online Commencement Program

Only the names of graduates who degrees have been conferred between June 27, 2019, and Nov. 29, 2019 will appear in the online version of the commencement program. The commencement book will be finalized after the ceremony. To be excluded from the commencement program, please send an e-mail to commencement@mail.waldenu.edu before Nov. 29, 2019.

Regalia

Graduates must wear commencement regalia (a cap and gown) to walk in the ceremony. The deadline to purchase regalia through Jostens is Friday, December 6, 2019. Jostens will have a limited supply of regalia available for purchase on-site.

Cancellations and Refunds

The \$250 Commencement fee is non-transferable, and no refunds will be provided if you cancel after December 9, or if you do not attend the commencement ceremony on Friday, January 17, 2020 or Saturday January 18, 2020. Graduates who cancel are responsible for canceling their own airfare, hotel, and regalia order as well.

Photo Release Statement

Walden University may film or photograph commencement and its associated activities for marketing and publicity purposes. By participating in these events, graduates along with their guests, may be photographed or filmed. These images and/or video footage belong to Walden University and graduates are not entitled to compensation or fees for use of their image or likeness. If you have questions or concerns about this, please email us at commencement@mail.waldenu.edu.

Electronic Tickets

Walden University will use University Tickets to distribute commencement tickets electronically. Graduates will register for their guest tickets during their commencement registration. Commencement tickets will be sent to all graduates, via their Walden e-mail, two weeks prior to the ceremony. In addition to the guest tickets for which they registered, graduates will also receive an electronic ticket. This ticket, which will include ceremony and line-up room information, is necessary for each graduate to enter the line-up room and process in to the ceremony.

Commencement Name Reading

Graduates must complete a name reader card while waiting in the line-up room. The name reader card will provide each graduate with an opportunity to write their name, and spell it phonetically so that the name reader may pronounce the name correctly. Academic titles will only be read alongside a name if it corresponds to the degree for which the graduate is being recognized with the respective degree program. For example, if John Smith is crossing the stage for his master's degree, but holds a separate doctoral degree, his doctoral title will not be read. If he is crossing the stage for his doctoral degree, his doctoral title will be read.

Policies

1. Online Commencement Program
2. Regalia
3. Cancellations and Refunds
4. Photo Release Statement
5. Electronic Tickets
6. Commencement Name Reading
7. Honors Societies
8. Embedded Degrees
9. Ceremony Etiquette
10. Special Consideration and Late Registrants



Honors Societies

Registrants are responsible for identifying and contacting their respective honor societies for event information, honor cords/commencement attire, or membership status. The Commencement Team is not responsible for any communications regarding activities outside of the commencement ceremony and Walden hosted graduate weekend events.

Embedded Degrees

Graduates who intend to participate in commencement their doctoral-level degree and an embedded graduate credential within that degree must indicate their intention to do so in the registration form. After the Special Consideration Deadline (December 16, 2019), requests to walk for both degrees will be verified. Graduates will receive an e-mail notification with their confirmation or denial to participate in commencement for more than one degree.

Ceremony Etiquette

Commencement is a special and memorable experience for graduates to celebrate their achievements with their families. To facilitate an enjoyable ceremony, we ask that all attendees participate in a positive and respectful manner. To that end, please:

1. Remain in your designated seat for the duration of the ceremony.
2. Place all cellphones and other devices on silent.
3. Avoid extended cheering so all graduates' names can be heard as they cross the stage.
4. Request that guests remain seated during the recessional until all graduates and faculty members have exited.
5. Respect commencement speakers, event staff, faculty, fellow graduates, and their guests.

Special Consideration and Late Registrants

Special consideration and late registering grads will be subject to the following:

1. Special consideration and late registrants are not eligible for a refund if they cancel after December 9, 2019.
2. Only the names of graduates whose degrees who have been conferred between June 27, 2019 – November 29, 2019 will appear in the online commencement book.
3. Dual degree graduates will not be eligible for late commencement registration.
4. Special consideration students, late registrants and their guests may use the Walden University group rate for room reservations at select Tampa hotels by Wednesday, December 18. All graduates, including special consideration and late registrants, are responsible for exploring and securing their own airline, ground transportation, and hotel accommodations.