

## CERTIFICATES & DEGREES CHECKLIST (not GED)

It is the student's responsibility to ensure all the necessary information has been provided to process awards. Please review the following carefully.

- Have you filled out and submitted an Application for Graduation?
- Have you paid the \$10 Application for Graduation fee?
- Do you owe any tickets or fines?
- See the Registrar or Advising Counselor if you have any questions about the number of credits you have.
- Do we have your correct mailing address for your certificate/degree? Email the Registrar if you have changes in mailing information from your Application for Graduation.
- If we do not have your correct address **YOU WILL NOT RECEIVE YOUR DEGREE** even if you have earned it.
- Have you completed all course work by the deadline?

**Fall Graduate: December 9, 2011**  
**Spring Graduate: May 4, 2012**  
**Summer Graduate: July 13, 2012**

*This document created expressly for the EITC Graduating Class of 2011 by Eastern Idaho Technical College Student Services Staff.*

*EITC is an AA/EOE institution. Please call if you need special accommodations or assistance. This information is available in alternate formats.*



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Idaho Falls, ID 83404-5788

## Eastern Idaho Technical College Commencement Ceremonies 2012



**Tuesday,  
May 8, 2012**

**Idaho Falls  
Civic Auditorium  
7:00 p.m.**

## CAP AND GOWN ORDERING INFORMATION

### ORDER ONLINE

[www.oakhalli.com/eitc](http://www.oakhalli.com/eitc)

**\*Ordering Deadline is Sunday, March 11\***  
**All caps and gowns must be purchased online.**

### PRICING:

AAS Degree .....	\$43.25
Certificate.....	\$25.80
GED Graduate.....	\$25.80
Honor Cord .....	\$6.30

5 announcements will be included with each gown order. Additional announcements may be purchased in the campus book store.

*Tassels may NOT be purchased except with purchase of cap and gown.*

## CAP AND GOWN PICK-UP INFORMATION

Caps and gowns ordered online may be picked up in front of the campus bookstore at the following days and times:

**Wednesday April 11th**  
10:00am -1:00pm

**Thursday, April 12th**  
2:00pm – 4:00pm

## WHAT TO EXPECT ON GRADUATION DAY

Please plan to arrive at the Civic Auditorium at 6:30 p.m. on the day of commencement

There will be an index card with your name at the commencement area. Check the card to insure accurate spelling of your name. If your name is difficult to pronounce, please make notations on the card that might be helpful to the announcer. *Keep the card with you.*

As you approach the stage during commencement, hand your card to the announcer.

We are sorry but...Fire and Safety restrictions WILL NOT allow guests in the aisles or in the front of the auditorium to take pictures during the ceremony.



**Please exit the auditorium  
and foyer as quickly as  
possible!**

## FREQUENTLY ASKED QUESTIONS

### Who may participate in commencement?

All EITC Degree, Certificate, and GED Graduates are invited to participate in the EITC 2012 Commencement

### Can I use a borrowed gown from someone who graduated last year?

This year EITC is using a new cap and gown vendor so the color and material is different from the regalia in years past. To avoid the “mismatched” look please do not use gowns from previous years.

### Who may I invite to watch the ceremony?

You may invite whomever you want to share in your proud moment, there is no limit. However, please remember that seating is limited and is arranged on a first come first serve basis.

### I may need special seating for someone I invite, what should I do?

Special Accommodations for Guests with Disabilities .We encourage you to call ahead to reserve special accommodation seating at 208-524-3000 Extension x3476