Please use the following checklist to determine that you are in step for the Commencement Ceremony on May 7, 2013.

◊ Step 1: Confer with advisor to determine eligibility.

◊ Step 2: Fill out the Wor-Wic Community College Application for Graduation Form and return to the Registrar’s Office in AAB 109 C.

◊ Step 3: Associate degree students only! Register for the general education assessment (GEA) online at www.worwic.edu/gea.

◊ Step 4: Associate degree students only! Take the GEA on one of the following dates:

   **April 10  6:00 p.m.   April 12  9:00 a.m.   April 13  9:00 a.m.**

Testing will be conducted in WDC 103. Please arrive 30 minutes prior to exam time.

◊ Step 5: Students completing graduation requirements in the summer can participate in commencement if they have nine or less credits remaining, have pre-registered for their remaining course work needed in Summer by April 19, 2013, and have met all other graduation requirements prior to the ceremony.

◊ Step 6: Student caps and gowns are available in the bookstore for sale now. Shop early for best size selection and time to special order a gown if needed.

   **Prices:**

   - Cap, gown and tassel: $38.14 w/tax.
   - Tassel only: $4.22 w/tax.

◊ Step 7: Commencement announcements will be available after April 1, 2013. Graduates will be mailed five free announcements and additional announcements will be on sale in the cashier’s office in sets of 10 for $6.00.

Priority deadline for participating in the commencement ceremony and inclusion in the program is: *April 19, 2013.*