

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT

YOUR COMMUNITY. YOUR COLLEGE. YOUR SUCCESS.

March 26, 2018

Dear Graduation Candidate,

Congratulations on your achievement! The faculty, administration, and staff at Mendocino College look forward to joining you to celebrate your success at the 45th annual commencement ceremony. We encourage you to participate in this memorable event and hope the following guidelines will assist you in preparing for this special day.

- **Cap, Gown, Announcements:** Cap and gown are required for the ceremony and can be purchased from the bookstore. Please contact the book store directly for more information about the purchase of cap, gown, announcements, and other commencement items: 707-468-3058

Dresses, skirts, and long slacks are encouraged attire for the ceremony. For your safety and comfort, we encourage you to avoid wearing high heels, as walking over uneven ground is required before, during, and after the ceremony.

- **Diplomas:** You will receive a diploma cover when you cross the stage during the ceremony. Diplomas and certificates are mailed to your home address after spring/summer grades are confirmed. **Please stop by the Office of Admissions & Records at the Ukiah Campus (or any of the Centers) to confirm you are on the list of graduating students and that your name is spelled correctly.** Please also ensure the most current address is on file so that your degree or certificate is received timely.
- **Survey:** Please take a moment to visit the Mendocino College website to complete the graduate survey: <https://www.mendocino.edu/admissions/records/graduation>

Graduation Day Activities-Friday, May 25, 2018

- 5:45 p.m.** **Line Up:** Graduates will meet inside the gymnasium on the Ukiah Campus. A light snack and water will be provided. The gymnasium will be left open during the ceremony and items left inside will not be secure. Please plan accordingly.
- 6:30 p.m.** **COMMENCEMENT CEREMONY**
- 7:45 p.m.** **Reception:** A reception with celebratory refreshments will be held for you outside of the Stadium Field immediately following the ceremony.

Commencement will be held in the stadium field on the Ukiah Campus. In the event of severe weather, the ceremony will be moved to the gymnasium. If you have any special needs or require special seating arrangements, please call 468-3103 and let us know right away. Should you have any questions regarding the ceremony, please feel welcome to contact us at 707-468-3101 or asimpson@mendocino.edu.

Sincerely,
Anastasia Simpson-Logg
Director, Admissions & Records/Commencement Coordinator

Mendocino College
2018 Commencement Ceremony
STUDENT SPEAKER APPLICATION

Full Name: _____ Student ID # _____

Address: _____

Phone Number (Cell): _____ Phone Number (Home): _____

Degree Graduating with: _____

1. Please describe your interest in presenting the Commencement address.
2. Please highlight your achievements at Mendocino College as well as your qualifications for presenting the student commencement speech that sets you apart from other candidates.
3. Please Submit a document that includes the following two sections: (1) a brief overview of the message and focus of your proposed speech (include topic area and key points) and (2) a current FULL draft of the speech (no bullet points will be accepted). Please note that the commencement speech is limited to 4-6 minutes (as a general rule, 1 page of type equals 2-3 minutes of speech). **No submissions will be considered without a written draft of the speech.*
4. Please turn applications along with attachments into the Student Services/Counseling office by **Tuesday April 17th at 4:00 pm.**
5. The selection committee will review and contact all applicants to schedule an interview between **April 18th and April 28th.** During the interviewing process the applicant will be asked to deliver their speech in front of the committee.

I verify that I am in good academic and conduct standing with Mendocino College and give permission to the selection committee to verify my status as part of the application process. I also certify that the information in this application is complete and accurate.

Signature

Date

GRADUATION REGALIA PRICELIST

Packages

Graduation Package (Includes cap, gown, and tassel)	\$ 34.99
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Individual Items

Graduation Gown	\$ 25.99
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Graduation Cap	\$ 5.99
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Graduation Tassel	\$ 4.99
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Optional Items

Honors Cord \$ 13.99

Graduation Announcements (10 per pack)	\$ 13.99
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Diploma Frame	\$105.00
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Fancy Gift Tassel \$ 13.99

Mini Tassel Keychain	\$ 5.99
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Above prices subject to change.

**For more information, please contact the Bookstore directly
at 707-468-3058.**