

# MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT

YOUR COMMUNITY. YOUR COLLEGE. YOUR SUCCESS.

March 27, 2019

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 46<sup>th</sup> 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 24, 2019

- 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.
- 6:00 p.m.**                      **COMMENCEMENT CEREMONY**
- 7:30 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](mailto:asimpson@mendocino.edu).

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

**Mendocino College**  
**2019 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 **Monday April 22<sup>nd</sup> at 5:00 pm.**
5. The selection committee will review and contact all applicants to schedule an interview between **April 23<sup>rd</sup> and May 1<sup>st</sup>.** 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.

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Signature

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Date

# **Graduation Regalia**

## **Mendocino College Bookstore**

### **2019 Package**

\*Graduation Package (Cap, Gown, & Tassel) \$34.99

### **Individual Items**

Graduation Gown \$25.99

Graduation Cap \$5.99

Graduation Tassel \$4.99

### **Optional Items**

Honor's Cord \$13.99

Graduation Announcements (10 per package) \$13.99

Diploma Frame \$105.00

Gift Tassel 13.99