

Avila University Commencement 2025

Candidate Instructions

April 2025

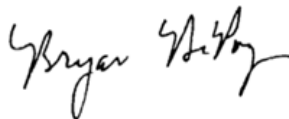
Dear Avila Graduates and Graduation Candidates,

Congratulations! Your hard work and dedication to excellence has culminated in this celebration of your academic achievements at Avila University!

Commencement is a joyful and meaningful time to reflect on your many experiences at Avila. The faculty, staff, and administration are privileged to have been part of your life and we are pleased to celebrate your accomplishments on May 3rd at the May Commencement Ceremony on the Quad at Avila University.

We hope you achieve all of your personal and professional dreams and look forward to your active support of the University as an Avila alumnus.

With best wishes,

A handwritten signature in black ink, appearing to read "Bryan DePoy". The signature is fluid and cursive, with the first name "Bryan" and last name "DePoy" clearly distinguishable.

Bryan DePoy, DM
Provost and Senior Vice President for Academic Affairs

Avila University Commencement 2025

Candidate Instructions

General Instructions

Please read these Commencement Instructions carefully as there is **no rehearsal** for Commencement. There will be a **mandatory** Graduation Meeting on April 30th at 4:00 p.m. in the Mabey Fieldhouse. If you are unable to attend, please notify us at graduation@avila.edu and we will make sure you get the important information!

During Commencement, all degree candidates (undergraduate and graduate) will be recognized individually while walking across the stage to receive a diploma cover. Baccalaureate graduates and candidates will be seated as a group (not alphabetically) and Master's graduates and candidates will be seated as a group (not alphabetically).

Graduation Meeting

Each student will check in with the Registration and Student Records Office. There will be a table with a laptop if you need to complete a graduation application. You will receive a name card and be asked to write the phonetic pronunciation of your name on this card. You will leave this card with the Registration and Student Records Office staff, and it will be handed to you at check-in on May 3rd.

The Registration and Student Records Office will review these instructions for the Commencement Ceremony and answer questions.

Arrival and Processional

Degree Candidates

Degree candidates need to assemble in academic dress on Saturday, May 3rd in the Mabee Fieldhouse by 8:30 a.m. You **must** check in at the Check-In Tables. The Check-In Tables will be alphabetical with signs to guide you. You will receive your name card at this time. If you are eligible (undergraduates only) for Latin Honors, you will receive your honor cord at this time.

All Master's graduates and candidates will line up together, not alphabetically. All Baccalaureate graduates and candidates will line up together, not alphabetically. Graduates will be in the Mabee Fieldhouse only a short time before the processional begins, please be on time.

The Associate Registrar will be giving instructions on the processional and recessional and it is important to listen to these instructions. At the appropriate time, the Associate Registrar will ask everyone to line up accordingly and anyone not in place will be excluded from the graduation processional.

Academic Processional

Degree candidates will follow the Marshals out of the Mabee Fieldhouse towards the Quad, meeting up with the faculty processional at Whitfield Centre. The processional will follow as noted below.

Processional Order

The academic processional will form at 9:30 a.m. in the following order:

1. Avila Flag Bearers
2. Dr. Jim Burkee, President
3. Members of the University Senior Leadership
4. Commencement Speaker(s)
5. Members of the Board of Trustees
6. Sister Marie, CSJ
7. Sister Ruth, CSJ
8. Readers for Name Cards
9. Two Marshals
10. Faculty
11. Two Marshals
12. Master's Degree Graduates and Candidates
13. Two Marshals
14. Bachelor's Degree Graduates and Candidates

Granting of Degrees

Degrees will be granted as follows:

All Master's degree candidates will rise at the request of Dr. DePoy and remain standing while the degree is conferred en masse by President Burkee. After the degree is conferred en masse, the Marshals will lead rows of graduates to line up for their names to be called. While approaching the stage, candidates will hand their reader card to the Reader. The Marshals will guide the candidates to and from the stage to their original seat.

All Bachelor's degree candidates will rise at the request of Dr. DePoy and remain standing while the degree is conferred en masse by President Burkee. After the degree is conferred en masse, the Marshals will lead rows of graduates to line up for their names to be called. While approaching the stage, candidates will hand their reader card to the Reader. The Marshals will guide the candidates to and from the stage to their original seat.

*All students **must** return to their seats and wait for the end of the ceremony to process out with the entire party.*

1. Dr. Burkee will be greeting all students and handing out diploma covers on the stage.
2. All students should shake Dr. Burkee's hand by shaking with the right hand and accepting the diploma cover with the left hand. Pose a moment for a picture before exiting the stage.

Recessional

Participants will depart in the following order during the playing of the recessional:

1. Avila Flag Bearers
2. Platform Party
3. Two Marshals
4. Faculty
5. Two Marshals
6. Masters Graduates and Candidates
7. Two Marshals
8. Bachelors Graduates and Candidates

All students must return to their seats and wait for the end of the ceremony to process out with the entire party.

Academic Dress

By this time, you have ordered your cap, gown, and tassel. Master's degree candidates have ordered their hoods.

- Caps should be worn straight, not tilted, or tipped back.
- Tassels should be worn on the right side. Do not change your tassel from the right side until instructed to do so.
- Based on Avila tradition, we encourage you to wear dark shoes, dark skirts or pants, and long-sleeved white blouses or shirts. Wear comfortable shoes but not flip flops. Flowers should not be worn with academic dress.

Honor Regalia

(Undergraduates Only)

Students with a grade point average (GPA) of 3.50 to 3.74 on a 4.0 scale have earned the honor of graduating Cum Laude. Students with a grade point average of 3.75 to 3.89 have earned the honor of graduating Magna Cum Laude. Students with a grade point average of 3.90 to 4.0 have earned the honor of graduating Summa Cum Laude.

Honors for Commencement will be determined based on the student's cumulative GPA at the end of the fall 2025 semester. Final honors will be based on your complete academic record once degrees have been verified and officially conferred. Latin Honors are not rounded up – they are based on the cumulative grade point average at the end of the fall 2024 semester. If you have any questions regarding your GPA, please contact the Registration and Student Records Office at (816) 501-2410.

Miscellaneous

For Degree Candidates and Family Members Needing Accommodations

Candidates unable to march in the procession because of physical reasons should notify Daniel Weigel in the Student Access Office at daniel.weigel@avila.edu as soon as possible.

If accommodations (e.g., signing, wheelchair access) are required for graduates or guests, please contact the Student Access Office. There will be no wheelchairs available. Guests requiring wheelchairs should bring them.

Accessibility parking is available in front of the Goppert Performing Arts Center.

Graduation Pictures

Grad Images will be taking photographs of each graduate at the moment the diploma cover is awarded. Proofs and ordering information will be emailed to you within a week after graduation.

Local Broadcast of Commencement

Avila State University will live stream the ceremony on the Avila website. A link will be available the morning of the ceremony.

Inclement Weather Plans

In the case of inclement weather, the Commencement ceremony will be held on Sunday, May 4th, 2025. A decision to move the ceremony to the following day will be made April 30th, 2025, and students will receive an email notifying them of the change.

It will also be posted on the Avila website and/or on social media. Details can be found online at <https://www.avila.edu/graduation-commencement/>.

Questions

Please email graduation@avila.edu with any questions concerning Commencement.