COLLEGE OF ENGINEERING
(B.S.) DEGREE CANDIDATES & GRADUATES

2013 COE Convocation

SPRING 2013 DEGREE CANDIDATES
By March 1 you should have completed your graduation application and your graduation self-check in WSSC, Felgar Hall 112. In April, you will be notified by OU e-mail to pick up a Convocation packet in WSSC. Packets include an OU Commencement invitation, a College of Engineering Convocation invitation, and other graduation related information. Please note important Commencement and Convocation information on the back of this page.

SUMMER AND FALL 2013 DEGREE CANDIDATES
Summer and Fall 2013 candidates must fill out a graduation self-check in WSSC, Felgar Hall 112, by May 1. Summer 2013 candidates must complete the graduation application by July 1. Fall 2013 candidates must complete the graduation application by October 1. Candidates will need to fill out the convocation survey by April 26, 2013 ouengineering.wufoo.com/forms/w7w8z9/. In April, you will be notified by OU e-mail to pick up a Convocation packet in WSSC. Packets include an OU Commencement invitation, a College of Engineering Convocation invitation, a placement survey and other graduation related information.

SUMMER 2012 AND FALL 2012 DEGREE GRADUATES
Summer 2012 and Fall 2012 graduates may participate in May 2013 Convocation ceremony. Graduates will need to fill out the convocation survey by April 26, 2013 ouengineering.wufoo.com/forms/w7w8z9/. In April, you may pick up a Convocation packet in WSSC or you may request that it be e-mailed to you. You may also print invitations from the COE website ou.edu/coe/wssc/grad_convocation. Packets include an OU Commencement invitation, a College of Engineering Convocation invitation and other graduation related information. Please note important Commencement and Convocation information on the back of this page.

UNIVERSITY OF OKLAHOMA COMMENCEMENT
The University of Oklahoma Commencement ceremony for the Norman Campus is Friday, May 10 at 7:00 p.m. at The Gaylord Family - Oklahoma Memorial Stadium. Rain location is the Lloyd Noble Center Arena. For complete Commencement information and check in procedures, please refer to the OU Commencement website ou.edu/commencement. If you have questions, or if you, or a guest, need accommodations on the basis of disability, contact the Graduation Office by e-mail at commencement@ou.edu or by phone at (405) 325-3467.

COLLEGE OF ENGINEERING CONVOCATION
Convocation is a formal ceremony for College of Engineering Bachelor of Science, Master of Science, and Doctor of Philosophy graduates and their guests. The College of Engineering Convocation will be held at Lloyd Noble Center, 2900 S. Jenkins, Norman, OK on Saturday, May 11, 7:30 p.m. Degree candidates and graduates need to arrive by 6:45 p.m. to line up for the processional. Enter from the parking lot through the SOUTH ramp. Each graduate is recognized and photographed with the Dean as his/her name is announced. If you have questions, contact the Convocation coordinator by e-mail at coe.wssc@ou.edu or by phone at (405) 325-4096. For additional information, visit the COE Convocation website at www.ou.edu/coe/wssc/grad_convocation.

SPRING 2013 CONVOCATION SURVEY
The Convocation Spring 2013 Survey must be completed by April 26, 2013. Graduates and candidates please complete the survey. It can be found at ouengineering.wufoo.com/forms/w7w8z9/

CAP & GOWN
All graduates participating in Commencement and Convocation must wear cap and gown. You may purchase these during Graduation Gear Up, or you may order Commencement invitations, cap and gown and other graduation related items at the University Bookstore. Order early! They can be contacted at Phone: (405)325-3511 Email: oklahoma@bkstr.com
ACADEMIC DISTINCTION/4.0 GRADE POINT RECOGNITION
You will be notified by OU e-mail if you are eligible to receive academic distinction honors from the College of Engineering. If you receive this distinction, you are eligible to wear specially-designated hoods over your academic regalia. Once notified, you may purchase your hood at the University Bookstore. There is a $15 fee to purchase the academic distinction or honors recognition hood. Students receiving honors distinction will be notified by the Honors College.

Undergraduate students who have earned an overall 4.0 grade point average during their complete University career are eligible to receive a University Seal medallion on a red-and-white ribbon. Students will receive an invitation about a special event hosted by President Boren. You are also eligible to wear specially-designed academic distinction hoods. For more information about Academic Distinction or the 4.0 recognition, please contact the Graduation Office at (405) 325-3467 or visit http://www.ou.edu/commencement/home.html and click on Prepare for Graduation.

WHEN AND WHERE TO REPORT ON CONVOCATION DAY
Graduates/candidates should report to the SOUTH SIDE RAMP ENTRANCE of Lloyd Noble Center by 6:45 p.m. to line up. Enter from the parking lot, walk down the ramp, and ushers will direct you into the basketball practice gyms. Look for your school’s banner and check in with your faculty marshal. The marshal will give you a card to hand to the reader before you cross the stage.

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Stay in your lines and listen for instructions for the processional. You will be seated in the FLOOR section by school or program. All graduates/candidates must remain in the seating area until the ceremony is concluded.

RECEPTION
All graduates and guests are invited to a come-and-go reception May 11, 2013 from 2:30-4:30 pm. It will be held at Devon Energy Hall, 110 W. Boyd St. Graduates and guests will have the opportunity to meet with the Deans and visit the College of Engineering buildings.

GUESTS AND ACCOMMODATIONS ON THE BASIS OF DISABILITY--CONVOCATION
Family, friends and guests are invited to the Convocation Ceremony. No tickets or reservations are required. Guests should enter the Lloyd Noble Center through the EAST and should be seated in the southeast, southwest or south sections of the arena. Parking is complimentary. For guests or graduates with a disability parking permit, please park by the SOUTHEAST entrance of the Lloyd Noble Center. Enter via the southeast entrance ramp. An usher will direct you to seating. Should you have questions or need special accommodations, please contact scalonkey@ou.edu.

PHOTOGRAPHS
Guests, please do not go onto the floor to take photographs. A professional photographer will photograph graduates as he/she receives a diploma cover. This service is provided at no charge to the graduate, and a complimentary color proof will be mailed within two weeks of Convocation. You may purchase photographs; however, there is no obligation. There will be no additional solicitation. For information regarding photographs, call (405) 364-1777. Your proofs will be available for viewing online at www.normanpartypics.com. (View Proofs/Graduation/OU Commencement/College of Engineering).

DIPLOMAS AND OFFICIAL TRANSCRIPTS
About 15 weeks after your final semester, the Office of Admissions and Records will mail diplomas to degree candidates who have been cleared for graduation by their academic dean. Since all grades, as well as degrees, must be posted following graduation, it takes approximately ten weeks from the end of the semester to deliver a final transcript. Requests for transcripts must be made in writing to the Office of Admissions and Records; there is no charge for official transcripts. Please do not call or write the Office of Admissions and Records until sufficient time has elapsed. All tuition and fees must be paid to the University or a hold will be placed on your diploma and transcript.