

# MISSOURI SOUTHERN STATE UNIVERSITY POLICY

Policy #:	04-0004				
Name of Policy:	Commencement Participation				
Date of Last Revision:	April 2024	Initial Date of Approval:	April 2024	Initial Effective Date:	
Policy Owner	Office of the Registrar				
Policy/Chapter Sections					
Date of Next Review:	April 2027				

## 1.0 PURPOSE

To provide information on MSSU Commencement ceremonies.

## 2.0 SCOPE

This policy applies to University students, specifically graduate applicants.

## 3.0 POLICY

Commencement is the ceremony that celebrates the completion of a degree. Participation in the commencement ceremony does not confirm or suggest that a student has earned a credential. Official credentials earned are determined at the end of the semester after final grades have been posted and the Office of the Registrar has verified that all degree requirements have been successfully completed.

MSSU hosts two commencement ceremony periods each year; Fall (December) commencement for fall graduate applicants and Spring (May) commencement for spring and summer graduate applicants. For the Spring commencement, MSSU hosts two ceremonies on the same day. Dates and times vary and are published on the Commencement Website each year. Commencement ceremony participation is extended to associates, bachelors, and master's graduate applicants. Students have to apply to graduate to be considered a graduate applicant. To be included in the Commencement program, a student's application to graduate must be received in the Office of the Registrar according to the published Graduation Application Deadlines.

Graduate applicants wishing to participate in a Commencement ceremony not associated with when they are graduating should submit a request to the Office of the Registrar. Approval to participate will be determined by the VPAA. Students will have to show they have applied to graduate, have a Graduation Checklist submitted by their advisor showing all degree requirements met or that they are in the process of meeting all requirements to graduate with next enrollment.

## 4.0 HISTORY

This has been the practice for the institution but was not codified as published policy.

## 5.0 RELATED DOCUMENTS

Questions? Contact the Office of the Registrar at registrar@mssu.edu or 417-625-9389.