

COMMENCEMENT CHECKLIST

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- ✓ **RSVP**
You must RSVP online by **April 15, 2025** if you would like to participate in the Gloucester Campus Commencement on Friday, May 16, 2025 at 11:00 a.m. To RSVP, please go to: [Rowancollege.wufoo.com/forms/2025-gloucester-commencement-rsvp/](https://rowancollege.wufoo.com/forms/2025-gloucester-commencement-rsvp/)
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- Scan to RSVP
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- ✓ **Order your Cap and Gown**
The deadline for online ordering with free shipping to the bookstore is **March 31**. The deadline for ordering with a ship to home option (fee applies) is **April 15**. To order, please go to: [Oakhallcg.com/pages/rcsjstudent](https://oakhallcg.com/pages/rcsjstudent)
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- Scan to order
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- ✓ **Pay**
All financial obligations must be satisfied before graduation. If you have not paid your \$65 graduation fee, please do so at the Business Office before **April 15**.
(**Note:** You will **not** be allowed to participate in Campus Commencement if the fee has not been paid.)
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- ✓ **Request Accommodations**
Any student needing special assistance for the campus commencement should contact Carol Weinhardt in Special Services at cweinhar@rcsj.edu.
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- ✓ **Pick Up your Cap and Gown if you selected “Ship to Store”**
You may pick up your cap and gown in the College Store starting **May 5th** at 9 a.m. Students **must** present their Photo ID for pickup.
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- ✓ **Attend Rehearsal**
Student Life hosts a commencement rehearsal and celebration for all graduating students on **Wednesday, May 14** at 11:00 a.m. This is a fun and exciting day that celebrates you, the graduate. Please arrive early so that you can sign in and line up at the Education and Humanities Center. After the rehearsal, stick around for some refreshments, icy cool treats, and a chance to socialize with your classmates. We encourage all graduates to attend rehearsal to prepare for the campus commencement!

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- ✓ **Attend the Gloucester Campus Commencement**

Please arrive promptly at 9:45 a.m. on **Friday, May 16**, and proceed behind the Education and Humanities Center for the assembly of academic procession (lineup) and robing. Commencement will begin promptly at 11 a.m. on the College Plaza in front of the Eugene McCaffrey College Center. Professional photographers will photograph your moment on the commencement stage. Handicapped Parking is available in Lot D for those with the appropriate handicapped parking decal. Additionally, there is a designated area for discharging passengers behind the Student Services building off Alumni Drive. Security staff will be on hand for those needing assistance.
 - ✓ **Check for Inclement Weather Plans**

In the event of inclement weather, the Campus Commencement could be moved to a later time on **Friday, May 16**. In the event of extreme inclement weather, the Campus Commencement will be rescheduled to **May 17 or 18**. If an inclement weather plan is enacted, the college webpage will be updated, and graduates will be notified via email. Please keep these dates available in case of inclement weather.
 - ✓ **Receive your Diploma and Free Graduate Transcript**

Diplomas and one free graduate transcript will be mailed to your residence. For specific mailing dates, please refer to [RCSJ.edu/Commencement/Gloucester/Diplomas](https://www.rcsj.edu/Commencement/Gloucester/Diplomas)
 - ✓ **More Questions?**

Please email Annie MacKenzie at amackenz@rcsj.edu for additional questions regarding the Gloucester Campus Commencement.
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Congratulations and have a happy graduation!