



## PURCHASING ANNOUNCEMENTS

An order form is available online or you may place orders for personalized announcements at the USI Bookstore. Submit forms to the Bookstore **no later than 3 p.m., Friday, December 11**. Graduation announcements are on sale Monday, October 5, through Friday, December 11. Announcements are \$1.50 each plus tax. You may pick up your personalized announcements in the Bookstore approximately two weeks after the date of order. Visit [www.usi.edu/book/graduation.asp](http://www.usi.edu/book/graduation.asp) to purchase your announcements online.

## COMMENCEMENT HONORS

All graduate students are expected to maintain a minimum grade point average of 3.0, and most master's degree students achieve at much higher levels. Therefore, USI awards Commencement honors only to baccalaureate students, as do many other American universities.

**PLEASE NOTE:** You will not be allowed to wear any honor recognition from clubs or organizations at Commencement.

## DIPLOMA

You will **not** receive your diploma at Commencement. Your diploma may be picked up

or you may REQUEST to have it mailed to you. Diplomas (for all graduates who complete the Formal Application and Diploma Form **by October 1**) are available at the Office of the Registrar in the Robert D. Orr Center on or after February 22, 2010.

**Formal Application for Graduation and Diploma Forms turned in after October 1 will delay the receipt of a diploma.**

To have your diploma **MAILED**, visit [www.usi.edu/reg/diplmail.asp](http://www.usi.edu/reg/diplmail.asp). You also may indicate this request on your Diploma Form.

## TRANSCRIPT OF GRADES/ VERIFICATION OF GRADUATION

A transcript of your academic record with your degree shown will be available approximately four weeks following the end of a term. If you need verification of graduation before normal processing is complete, a special processing may be done. Contact Karen Fleming at 812/464-1761, [kkfleming@usi.edu](mailto:kkfleming@usi.edu), or 1-800/467-1965, in the Office of the Registrar before final exams of the term in which you will complete all requirements.

## USI ALUMNI ASSOCIATION

Chartered by the first graduating class in 1971, the Alumni Association has grown to over 27,500 members. Upon graduation you become a member of the association. Your link to USI, the association has many programs, services, and events to offer. Address and employment information may be updated on the association Web site at [www.usi.edu/alumni](http://www.usi.edu/alumni) or at Alumni Self-Service, accessed through MyUSI at <https://my.usi.edu>. As a graduate, you will receive *USI Magazine* and the alumni e-mail newsletter, *Connect Online*, to keep you informed and connected to USI.

## USI CAREER SERVICES AND PLACEMENT OFFICE

The Career Services and Placement Office (812/464-1865) serves the employment needs of both students and alumni. Graduates and alumni seeking employment assistance should utilize the services of this office in identifying desirable employment opportunities and learning effective job search skills. A variety of services are available to graduates wishing to relocate, as well as to those planning to stay in the tri-state area. Visit [www.usi.edu/careersv](http://www.usi.edu/careersv) for more details.

## COMMENCEMENT KEEPSAKE DVD

In response to requests from graduates and families, a high-quality commemorative DVD of the Commencement ceremony is produced by the University of Southern Indiana Office of Instructional Technology Services in cooperation with the University of Southern Indiana Alumni Association. The disk features the entire ceremony, depicting each graduate receiving the diploma cover. To order, or for more information, call the Alumni & Volunteer Services Office at 812/464-1924, or e-mail [alumni@usi.edu](mailto:alumni@usi.edu). You may order the keepsake DVD online at [www.usi.edu/commencement/ssl/dvds.asp](http://www.usi.edu/commencement/ssl/dvds.asp).

**NOTE: If you feel that your name may be mispronounced, please contact John Deem at 812/464-1757.**

**IMPORTANT**  
Remember that reservations  
are **required** for you to  
participate in the  
Commencement Ceremony.  
To register, visit:  
[www.usi.edu/commencement/  
registration.asp](http://www.usi.edu/commencement/registration.asp)