

DeVry
University

Graduation

Class
of
2009

JUNE, 26 2009

KESWICK THEATER~GLENSIDE, PA

Dear Potential Graduates!

This is such an exciting time in your life and we at DeVry do not expect you to do it all on your own. That is why we are here to help! With graduation just around the corner, it is important that you make sure you are following all the necessary steps to make sure that your graduation process goes smoothly.

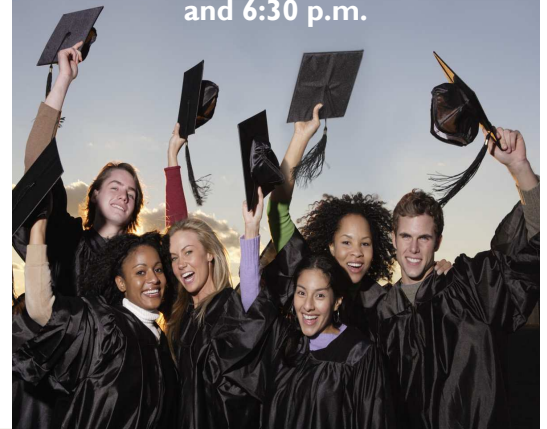
As you prepare for your final weeks at DeVry, make sure you check your

email, your "snail" mail, and the posted signs and notices around campus. From caps and gowns, to class rings, all the information you need is right here in the following pages, so read carefully and make sure you pay attention to the quickly approaching deadlines!

Good luck, congratulations, and don't forget that Student Services is here to answer all of your questions.

Graduation Celebration---Feb. 18th

Stop by ANYTIME between 3:00
and 6:30 p.m.



Graduation Gathering

Do all your shopping in one place! Rings, pictures, cap and gown orders, general information about the ceremony and more! **FEBRUARY 18, 2009 COMMONS, 3:00-6:30 PM...COME ANY TIME.**

Graduation Application

The Graduation Application is an official document used for the following purposes:

- To audit your curriculum records to ensure that you have met the requirements for graduation.
- To correctly list your name, major and degree in the graduation ceremony program AND on your diploma.
- To make sure you have completed all steps toward graduation.

Applications are available online at <http://philly.devry.edu/application-for-graduation.pdf>. Please complete the form, print it out, and get signatures from listed offices

You must submit your COMPLETED GRADUATION APPLICATION no later than SATURDAY, JUNE 7TH. Failure to do so could result in postponing your graduation date.

To schedule an appointment with the Dean of your program, call Lynn Coppola at 215-591-5719 or stop by Academics at the Fort Washington Campus.

NOTE: THIS FORM IS DIFFERENT THAN THE GRADUATION AUDIT AND MUST BE COMPLETED BY ALL STUDENTS (INCLUDING KELLER AND ONLINE).

Graduation Fee

The Graduation Fee is \$20.00* and can be paid in **Student Accounts, Room 138. This fee must be paid by JUNE 6TH at the latest.**

You may pay the Grad Fee by CASH, CHECK OR CHARGE.

***This fee DOES NOT include the cost of cap or gown items.**

NOTE: COMPLETING YOUR APPLICATION IS A PROCESS THAT INVOLVES SATISFYING GRADUATION REQUIREMENTS AT VARIOUS OFFICES. PLEASE PLAN ACCORDINGLY AND ALLOW SUFFICIENT TIME WHEN YOU VISIT CAMPUS or YOUR RESPECTIVE CENTER.

Caps, Gowns, & Tassels



All students **MUST** have a cap, gown and degree colored tassel to participate in the ceremony. Associates and Bachelors will wear a cap, gown and tassel. Each tassel color reflects your degree and comes with a custom DeVry University tassel drop.

All items can be purchased at the **Graduation Gathering on February 18th**, by contacting the **Student Services office OR online by visiting the Jostens website at www.jostens.com**.

Full payment is required at the time of order. Check/Cash/Money order or

Credit Cards accepted. Please make checks payable to Jostens (see price list on page 4).

All orders placed on campus can be picked up at the **Senior Send Off on Wednesday, June 10th, 2009**. All web orders will be shipped directly to your home and will include a shipping fee of \$9.95.

Jostens will also be available to take class ring and graduation announcement orders at the Graduation Celebration on February 18th.

**Deadline to order is
TBD**

Tickets

Each graduating student will be guaranteed **FOUR (4)** guest tickets for the ceremony.

This ticket **MUST** be presented to the ushers to gain admission to the ceremony.

In other words, **NO ONE** will be admitted without a ticket. A guest is considered to be any individual other than the graduates themselves. This includes children.

Tickets will be distributed on Wednesday, June 10th at the Senior Send Off in the Commons from 3:00-6:30 p.m. and only upon paying the graduation fee and turning in a completed Graduation Application. If you cannot be on campus at this time, stop by Student Services, Room 138, after June 10th.

EXTRA TICKETS: If you need extra tickets, email afisk@devry.edu or stop by Student Services **after June 10th** to check availability.

Senior Send Off!

Senior Send Off will be held on **Wednesday, June 10th from 3:00-6:30 in the Commons**. Here, you can pick up your graduation tickets and cap & gown. You *do not* need to be there for the whole time, just stop by and get the information on the essentials of graduation!

This event will help answer any last minute questions you may have regarding graduation. Come learn what not to do at the ceremony, how to avoid unexpected incidents, and where to go (that's kind of important!).

SPECIAL INFORMATION FOR KELLER, DVUC and ONLINE STUDENTS

If you cannot come to campus for the **Graduation Activities** listed in this Newsletter, we have good news for you!

CAP, GOWN & RING ORDERS: Order online by visiting the Jostens website at www.jostens.com.

PICTURES: See schedule above. Pictures can only be taken on campus. Depending on your location, you may be able to take pictures at another location such as New Jersey or New York.

GENERAL INFO: Contact your local Center Director or the Online Graduation Coordinator (onlinegraduation@devry.edu).

Pictures



Graduation Photos will be taken on: **February 18th AND June 10th**.

A professional photographer will also be set up at Graduation to take a picture of each graduate as they receive their diploma from the President of DeVry.

Portraits are individually hand printed and corrected for darkness and lightness that may not have be correct on your screen.

SUMMER 2009

GRADUATION CEREMONY INFORMATION

DATE: JUNE 26, 2009
TIME: 3:00 pm Ceremony, *Graduates Arrive at 2 p.m.*
PLACE: Keswick Theatre www.keswicktheatre.com
291 N. Keswick Ave.
Glenside, PA 19038
(phone) 215-572-7650
(fax) 215-572-1894

DRESS

Men: Dress shirt is preferred. NO JEANS. Please, no tennis shoes or sandals.

Graduation gowns are fitted to wear with no jacket underneath.

Women: NO JEANS. Be careful wearing high heels, as you will be walking up and down stairs.

NOTE: Only symbols of academic achievement and/or organization awards from DeVry University sponsored organizations, such as medallions, and/or honor cords, are worn on top of the graduation gown.

TASSELS

At the beginning of the ceremony, tassels are placed on the **RIGHT** side of cap.

PHOTOGRAPHS

Blakely's Portraits will take a photo of you receiving your diploma during the ceremony. To view these pictures, please go to www.blakelysportraits.com. Click *Graduations*, then *YOUR SCHOOL*, then *View All Graduates*.

IMPORTANT NOTES

- **There is no secured area for purses or personal items.**
- **Seating** is first come – first serve.
- Upon check-in, you will be given your **name card** reflecting honors, if applicable. On stage you will give your name card to the graduation announcer.
- **Academic honors** announced during the ceremony reflect the cumulative grade point average (CGPA) as of your last semester UNLESS you are graduating in June 2009, then honors are based on Spring Session B CGPA. Diplomas will be mailed after the ceremony and reflect honors from the final CGPA. If you are receiving honors at graduation, you will be given an honors cord that day.
- Your **guests' safety** is important to us. Guests may take pictures/videos from their seats; however, they will not be permitted to leave their seats for this purpose.

SUMMER 2009 JOSTEN'S PRICING SHEET

DeVry Graduate Package <i>(includes Cap, Gown and Tassel with Custom drop)</i>	\$33.80
Cap	\$6.25
Tassel	\$6.25
Keller Graduate Package <i>(includes Masters Gown, Masters Hood, Cap, Tassel with Custom drop and Custom Zipper Pull)</i>	\$47.85
Keller Complete Certificate Regalia Package <i>(includes Masters Gown, Cap, Tassel with Custom Drop and Custom Zipper pull)</i>	\$36.40
Personalized Announcements (pkg. of 25)	\$40.20
Add'l packs of 5's (after first package of 25)	\$8.05
Diploma Burlwood Frame	\$72.55
Yeardate Etiquette Seals (pkg. of 25)	\$6.90
Custom Seal Note Cards (pkg. of 25)	\$16.00
Certificate of Appreciation	\$17.25
Return Address Labels (pkg. of 25)	\$8.55

*All orders must be paid in full at the time of ordering. During the Graduation Celebration you may pay by cash, check, MasterCard, VISA, American Express or Discover. Cash will not be accepted for orders placed through Student Services. **A shipping charge (\$5.95) plus sales tax will be added to applicable orders.**

****REMEMBER: Ordering your cap and gown at the Graduation Celebration on February 18th saves you \$9.95 in shipping fees!**

DEADLINE TO ORDER IS TBD

IMPORTANT CONTACT INFO

- ★ **Info on Ceremony, Tickets, Photographer, or other General Questions:** Allison Fisk, 215.591.5847 or afisk@devry.edu. *Student Services Office Hours: Monday-Thursday, 8:00 am to 8:00 pm, Friday, 8:00 am to 5:00 pm or by appointment.*
- ★ **Academics Appointment Scheduling:** 215-591-5752. *Academics Office Hours: Monday-Thursday, 8:00 am to 8:00 pm, Friday, 8:00 am to 6:00 pm, Saturday, 9:00 am to 3:00 pm or by appointment.*
- ★ **Career Services Questions,** Elaine Herbert, Senior Career Services Specialist: (215) 591-5739 or eherbert@devry.edu OR Judy Leahy, Career Advisor: (215) 591-5870 or jleahy@devry.edu
Career Services Office Hours: Monday, Tuesday, Thursday, 8:00 am to 7:00 pm, Wednesday, Friday, 8:00 am to 5:00 pm or by appointment.
- ★ **Application Drop Off,** Registrar's Office, 215-591-5722.
Registrar's Office Hours: Monday-Friday, 8:00 am to 7:00 pm, Friday, 8:00 am to 5:00 pm or by appointment.
- ★ **Graduation Fee Payment,** Student Finance, 215-591-5724.
Student Finance Office Hours: Monday-Thursday, 8:00 am to 8:00 pm, Friday, 8:00 am-5:00 pm or by appointment.
- ★ **DeVry Online:** Colleen Prola, 800-733-3879 x2635 or cprola@devry.edu, or onlinegraduation@devry.edu
- ★ **Philadelphia & Valley Forge Centers:** Adena Johnston, 215-889-9980 or ajohnston@devry.edu.

SUMMER 2009 GRADUATION TIMELINE

DATE	ITEM	DEPARTMENT
ASAP	Meet with Career Services Advisor	Career Services
ASAP	Complete and print out Graduation Application http://www.philly.devry.edu/application-for-graduation.pdf	Online
ASAP	Meet with the Dean of your program to complete Audit (Bring your Graduation Application with you!)	Academics
February 18 3 – 6:30 p.m.	Graduation Gathering Order your cap & gown, check out class rings and announcements, take pictures, and more! Plus, you can get your Application completed at this time too!	Commons
TBD	Deadline to order caps and gowns.	Jostens.com
June 6	Deadline to turn in Graduation Application	Registrar's Office
June 6	Deadline for name to appear in commencement program	Submit Application to Registrar
June 10 3-6:30 pm	Senior Send Off! Ticket Pick Up, Cap & Gown Pick Up (if ordered on campus) Last day for Graduation Pictures!	Commons Commons Commons
JUNE 26 3:00 p.m.	Graduation Ceremony	Keswick Theater Glenside, PA