

# Western Technical College Graduation FAQs

## **Do I need to apply for graduation?**

No. You are automatically eligible to graduate based on the number of credits completed. You will receive a letter in the mail with information about the commencement ceremony when you are in your final term.

## **Does it cost anything to graduate?**

No. There is not an extra fee for graduation.

## **Who participates in the commencement ceremony?**

Students completing an associate degree or technical diploma are eligible to participate in the Spring Commencement Ceremony. You do not need to RSVP to participate.

## **Even if I complete my program in December, do I participate in the Spring Commencement Ceremony?**

Yes. Western holds one commencement ceremony each year. Participants may have completed their degrees after the Fall Term, Spring Term, or Summer Term.

## **How many guests can I invite to graduation and does each person (including children) need to have a ticket?**

As of this year, the La Crosse Center is not requiring tickets to the ceremony.

## **Do I need to order a cap and gown or honor cords?**

No. Western preorders a selection of gown sizes. Commencement apparel in a variety of sizes will be available at the Cavalier Campus Shop March 27-April 19. Students at Regional Locations can request theirs at the campus' front office by April 10 for delivery. The commencement packet includes your gown, cap and tassel, instructions, and five announcements.

- Students who have earned a 3.0 or higher will be provided with cords to wear at the ceremony. Honor students (3.0-3.49) will wear red cords. High Honor students (3.5-4.0) will wear gold cords. These will be available when you pick up your graduation package, and the bookstore will have record of which cords you should receive.
- Phi Theta Kappa members should wear gold stoles. Contact a PTK advisor for details.
- National Student Nurses Association members will receive blue and white cords from their instructor.
- Military veterans will receive red, white, and blue cords from the Veteran Services office.

## **Can I purchase additional announcements?**

Six announcements will come with your cap and gown package. You can purchase additional packs of six for \$1.50 in the bookstore.

**What should/shouldn't I bring to the commencement ceremony?**

When accepting your diploma, you will need both hands free. You will accept your diploma with your left hand and shake with your right hand simultaneously. Therefore, it is recommended that you do not carry any items with you into the ceremony (including cell phones, cameras, purses, books, etc.).

Security will not be available or responsible for items left in the Student Check-In Area. It is best to leave your belongings with a family member or friend.

**What time should I arrive and how long is the ceremony?**

The commencement ceremony will begin promptly at 2:00 p.m. Doors open at Noon. Students are asked to arrive by 1:00 p.m. The ceremony varies in length depending on the number of graduates who participate that year. The approximate duration is typically 2 hours. All graduates must remain for the entire ceremony. No graduates shall leave early.

**Are videos/pictures of the graduation available?**

The college does not video record the commencement ceremony, however, a livestream will be available of the event. A professional photographer will be capturing the moment you are awarded your diploma and as you exit the stage. You will receive more information about ordering photos in a separate communication. Please note that guests are not allowed on the arena floor during the ceremony to take photos.

**Where do I tell my guests to meet me after the ceremony?**

There is a reception for graduates and their guests after the ceremony in South Hall of the La Crosse Center. Once the graduates have exited the arena, guests can join them for the reception. Cookies, punch, and coffee will be served, and the Alumni Association will have photo opportunities available.

**Will I receive my diploma the day of the commencement?**

No. Diplomas are mailed to students approximately 8-10 weeks after all degrees have been certified by the Registrar. At commencement, students will receive a diploma cover with a message from the college.

Diplomas are printed and mailed using the name and address we have listed for you in your MyWestern account. Be sure to update your information.

If you have additional questions about the **commencement ceremony**, visit

<https://www.westerntc.edu/graduation> or contact  
Eric Jacobson at [jacobsons@westerntc.edu](mailto:jacobsons@westerntc.edu) or 608-785-9291.

For information about **graduation requirements**, contact  
Tina Allen at [allent@westerntc.edu](mailto:allent@westerntc.edu) or 608-785-9221.