



## CITRUS COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

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April 25, 2022

Dear Graduate,

**Congratulations!** You are receiving this letter because you have completed or will soon complete the requirements for an associate degree from Citrus College. **Please read the enclosed information carefully.**

**The 106th Citrus College commencement ceremony will be held on Saturday, June 18, 2022, at 9 a.m. in the Citrus College stadium.** Family and friends are encouraged to attend as there will be ample seating available. Tickets are not required. **NOTE:** In the event of rain, the ceremony will be postponed to Monday, June 20, at 6:30 p.m., in the stadium and any weather-related postponement will be broadcasted on the Citrus College website.

### WHAT TO EXPECT & COVID PROTOCOL

There is no graduation rehearsal. Instead, our dedicated Citrus College staff will direct you on graduation day. All graduates should arrive at **8:00 a.m.** to check-in, obtain their name card and line up. Since our event is outdoors, masking is optional and all graduates will need to complete their daily health screening on the CitrusMobile app upon arrival (green check required). A detailed handout will be emailed to you prior to the event with more specifics as the event approaches.

### CEREMONY

On **Saturday, June 18**, graduates must report to the stadium at **8:00 a.m.** dressed in cap and gown, ready to check-in and obtain their name card. Graduates will be seated in two groups prior to forming the processional lines. The ceremony will begin promptly at **9:00 a.m.** and will last approximately 90 minutes. It is recommended that graduates wear dark shoes. **Heels are not allowed because they damage the stadium turf and all-weather track** (platform shoes are an acceptable alternative). The graduate cap or "mortarboard" should be worn flat, with a point forward and the **tassel on the right side.**

### RSVP REQUIRED!

All eligible students who have 1.) completed a graduation application, 2.) been deemed eligible to graduate by the Admissions and Records Program, and 3.) plan to participate in the 2022 commencement ceremony **must RSVP online no later than 4 p.m. on Friday, May 27.** You will be receiving a separate RSVP email shortly. You must use the link in that email to reserve your spot at the commencement ceremony. Students who applied for graduation for Spring 2022 or summer 2022 will receive the RSVP email in mid-May.

**NOTE:** The online RSVP is the only way to let Citrus College know that you plan to attend the ceremony. Once the online RSVP process is complete, your name will be added to the commencement roster.

### **ORDERING CAPS & GOWN**

Graduates may purchase a cap and gown and other graduation-related items from the [Owl Bookshop Regalia Order Form](#) webpage or by visiting the bookstore during normal business hours. The Owl Bookshop will be hosting Grad Days on May 17th and 18th from 10 a.m. to 2 p.m. At Grad Days, you will be able to purchase and pickup regalia, purchase announcements, check out and order class rings, and receive a coupon for 20% off one Citrus item.

### **RECOGNITION DURING CEREMONY**

Associated Students of Citrus College (ASCC) and Honors Society Members who joined and formally completed membership requirements in Alpha Gamma Sigma (AGS), Honors Transfer Program (HTP), Phi Theta Kappa (PTK) and/or Psi Beta will lead the student procession into the stadium. Members of these organizations are recognized during the ceremony and wear a special stole, cord and/or medallion. Eligible students must contact the appropriate advisor to pick up their stole, cord and/or medallion.

**NOTE:** The “Honors” designations next to graduate names in the printed commencement program is calculated using all college transcripts through winter 2022, only. Spring grades are not posted prior to the ceremony and are not included in the “Honors” GPA calculation.

### **PARKING AND STADIUM ACCESS**

Due to the large number of guests in attendance, the college parking lot will be congested. Encourage your guests to arrive one hour early. **NOTE:** There is no disabled access from the east entrance to the stadium. Driving directions and the campus map are also available on the Citrus College website.

### **DEGREES**

Beginning September 2021, the Admissions and Records Program will mail diplomas to graduates using the address listed on the graduation application. If your address has changed since you completed your paperwork, please submit a request via the A&R Help Desk to Admissions and Records as soon as possible and indicate that you would like your diploma mailed to the new address. Citrus College now offers the opportunity to order digital diplomas and certificates for a small fee. These are certified electronic credentials known as a CeDiploma or CeCertificate. Please Note: Graduates will continue to receive a free printed copy of their diplomas and certificates in the mail. Please visit the [Certified Electronic Diploma webpage](#) for additional information.

### **ADDITIONAL INFORMATION**

Detailed information about the 106th Citrus College commencement ceremony will be updated on our official commencement website in mid-May as the event approaches. However, we will also send you direct communications via email as the event approaches. Please continue to check your email regularly.

Sincerely,

Dr. Richard F. Rams  
Vice President of Student Services