



OFFICIAL POLICY

Subject/Title: Commencement Participation and Regalia Policy

Policy Number: FPU-5.096AP

New Revised Technical Revision Only Emergency Policy

Date First Adopted: April 22, 2022

Date Revised:

Responsible Division or Department: Office of the University Registrar

Initiating Authority: Provost & Executive Vice President for Academic Affairs

A. APPLICABILITY and PURPOSE:

This policy is applicable to all baccalaureate and master's degree seeking students who wish to participate in commencement. Its purpose is to define eligibility for participation in commencement and the regalia requirements for participants.

B. POLICY STATEMENT:

Commencement Participation: Florida Poly holds commencement at the end of the spring semester each year. Students are required to apply for graduation online before they may register to attend commencement. Students who have earned their degree in the previous fall semester and students who have applied to graduate for the current spring semester are eligible to participate. On a limited basis, and with approval from the University Registrar, students who have applied to graduate in the subsequent summer or fall semesters may petition to "walk early" in the spring ceremony. Requirements and deadlines for petitioning to walk early will be set and published online each year by the University Registrar.

Regalia: Each student participating in commencement is required to wear approved regalia, to include a cap (with tassel) and gown ordered online directly from the University's designated vendor. Master's student must also wear the appropriate hood for their degree program and the unique gown for a master's degree. Each participant is responsible for ordering their own regalia prior to the published deadline and is responsible for ensuring that they arrive to commencement with their full regalia.

Commencement participants graduating with honors (FPU-5.0017AP), are permitted to wear academic honor cords, which will be distributed to eligible undergraduate students by the Office of the University Registrar prior to the ceremony. Students approved to walk early are not eligible to wear academic honor cords at commencement.

Additional regalia items, including but not limited to cords, sashes, medallions, and any other items not listed above must be approved in advance by the University Registrar. Requests for additional regalia items must be made before the last day of classes of the fall term prior to the commencement ceremony. Any requests submitted after this deadline will be reviewed for consideration of the commencement ceremony in the following year. Items that have not been approved may not be worn during commencement. Failure to comply may result in dismissal from commencement and/or a delay in receiving the diploma.

POLICY APPROVAL

Policy No.: FPU-5.096AP

Initiating Authority

Date _____

Policies Committee Chair

Date _____

President

Date _____

Approved by Florida Polytechnic University BOT, if required Date _____

EXECUTED SIGNATURE PAGES ARE AVAILABLE IN THE
OFFICE OF THE GENERAL COUNSEL

Form: Academic Policy Template 2021.05.03