OFFICE OF THE PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS

MSC 102 · 700 UNIVERSITY BLVD

KINGSVILLE, TEXAS 78363-8202

PHONE (361)593-3106 · FAX (361) 593-3107



**TO ALL CANDIDATES FOR FALL 2020 GRADUATION:**

**1. General Plan. The Fall 2020 Commencement exercise will be held at the Javelina Stadium on Friday, December 11, 2020. There will be two ceremonies 9:00 a.m. and 6:00 p.m., Seating will be reserved for degree candidates and faculty; seating of all guests, however, will be on an unreserved, first-come, first-serve basis. Guest seating will be limited and admission will be by ticket only**

**The Commencement ceremony will be live streamed at**

<https://www.TAMUK.edu/commencement>

**9:00 a.m.**

**Agriculture and Human Sciences**

**Arts and Sciences**

**Business Administration**

**Education and Human Performance**

**Engineering**

**6:00 p.m.**

**May Graduates (All Colleges)**

**August Graduates (All Colleges)**

**2. Commencement Day. Candidates will assemble at Javelina Stadium ONE hour prior to graduation. There will be NO university-wide rehearsal. Check with your respective college to determine if a rehearsal is planned.**

**3. Crossing the stage** **Only the graduating student will be allowed to lineup in the processional and cross the stage.**

**4. Caps and Gowns. Bachelors’ and masters’ gowns may be purchased at the Texas A&M University-Kingsville Bookstore during regular store hours. Caps and gowns should be purchased as soon as possible prior to graduation in order to guarantee a proper fitting robe. If you need to purchase or rent a doctoral gown, contact the Bookstore as soon as possible. These are made specifically for the individual and therefore take extra time. If you have any questions, please call 593-2601.**

**5. Photos. Flash Photography is the university’s official photographer. You will be contacted directly by Flash Photography via postal services or email with proofs of your pictures and an opportunity to order them. For further information, you may contact the Office of Student Affairs (361) 593-3612.**

**6. Absolute Deadline for All Grades for Graduation. All grades for candidates for graduation must be in the Office of the Registrar by 12:00 noon, on Monday, December 14, 2020. Candidates taking courses from other universities must arrange to meet this deadline. The deans will attempt to notify candidates who fail to complete their degree requirements. Please be available so you can be reached by telephone on Friday, December 18, 2020.**

**7. Diplomas. Will be ordered after the first of the year, due to the Christmas holidays. They will take approximately *six to ten weeks for processing.***

**8. Incomplete Grades or Change of Grades. Any student who has an I in a course from a previous semester or term is responsible for completing the course no later than December 10, 2020, and reminding his/her instructor that the final grade must be submitted to the Office of the Registrar no later than 12:00 noon on December 14, 2020. The removal of an I and any other grade changes must be reported by the student to his/her Dean on or before this date.**

**9. Repeated Courses. All candidates must file a "Request for Adjustment of Repeated Courses" form to update their GPA and grades. The form is available for download on the Office of the Registrar webpage at** [**http://www.tamuk.edu/registrar/forms.html**](http://www.tamuk.edu/registrar/forms.html)**. This form should be marked "December 11, 2020 Graduation" and submitted to the Javelina Enrollment Services Center no later than December 10, 2020. Courses being repeated this semester should also be included so that all changes may be made on your academic record in time for the final graduation check-out. If you have any questions, call 361-593-2811.**

**10. Thesis and Dissertations. The deadline for filing final hard copy of thesis and dissertation research papers and final requirements to the Graduate Studies Office is November 19, 2020.**

**11. Research Projects and Comprehensive Examination for Graduate Students. Master’s candidates must arrange with their Research Advisor and/or Graduate Coordinator to complete their comprehensive examinations in time for a report to be submitted to the Graduate Office no later than December 10, 2020. If you have any questions, call 361- 593-2808.**

**12. Fees and Fines. All library fees or other fines due to the University must be paid before commencement on December 11, 2020.**

**13. In Absentia Graduation. All candidates are expected to be present at the ceremony. If it is not possible for you to attend the commencement ceremony, your degree can be awarded in absentia provided you notify the Office of the Provost and Vice President for Academic Affairs in writing by December 7, and give sufficient reason for non-attendance. You may email your absentia notice to:** **provost@tamuk.edu**

**14. Tuition Rebates for Undergraduate Students. The state of Texas is providing financial incentives for students who complete their undergraduate degrees by attempting no more than three (3) hours in excess of the minimum number of semester credit hours required for the degree. Eligibility requirements and application for the rebate are located at** [**https://www.tamuk.edu/academicaffairs/\_files\_AA/Forms/tuitionrebatecomplete.pdf**](https://www.tamuk.edu/academicaffairs/_files_AA/Forms/tuitionrebatecomplete.pdf)**.**

**The rebate for eligible students is a maximum of $1,000. To apply for the rebate, please complete the application and submit to your academic dean prior to graduation.**

**15. Service Animals Only Service animals will be permitted to walk with the graduating student. No Emotional Support animals will be allowed to walk. Notification should be given to the Office of the Provost one month prior to commencement.**

**16. Special Accommodations If you are a graduating student and require special accommodations or have questions, please contact the Office of the Provost at (361) 593-3106 or** **provost@tamuk.edu****. Accommodation requests should be made at least one month prior to commencement activities. While every effort will be made, the university may be unable to fulfill last-minute requests. If you have any questions please call (361) 593-3106.**

**Sincerely,**



**Lou Reinisch, Provost and**

**Vice President for Academic Affairs**