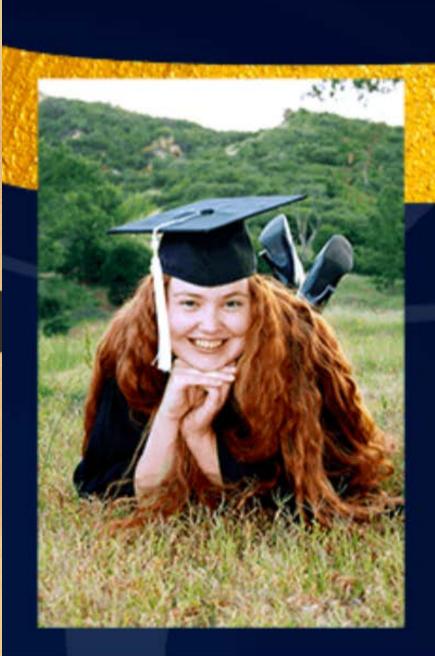


## Student Forum

- Welcome from President Barnes & Vice President Robinson
- Kyrie Macogay, Associated Student Government President
- Lauren Vaknin, Student Affairs
- Greg Vega, Director of Admissions & Records
- Amaliya Blyumin, Transfer Center Counselor
- Kaylin Rosal, Veterans Services
- Michael Gilchrist, Bookstore Manager

## Commencement Plan

- Graduation emails from Student Affairs
- Graduation Mailing
- Programs and Online Programs



## **Allison Hatton-Bannister**

Bachelors of Science, Biology Cum Laude

Thank you Mom and Dad for all your support these past 4 years!



## Virtual Commencement Ceremony Deadlines

- May 11- Last day for graduates to submit recordings/phonetics
- May 18- Deadline to submit photos & messages

## Submitting your Slide Overview

- Step 1: Create a Password
- Step 2: Register & follow the instructions
- \* Name, Photo Upload, and words to put on the slide
- Step 3: Submit
- You can always go back to edit or add before the deadline photos & messages

Although, at this time, we are not able to celebrate your ceremony in person, we would like to give you the opportunity to celebrate all that you have accomplished during your time here.

As such, we are planning an online celebration of 2020 Graduates so that you can remotely share this moment with your family, friends, and the academic community. Each graduate will have the opportunity to be recognized with an official slide that can be customized with your photo and a personal message, and which can be downloaded and shared on social media.

Please register below, create a password, and submit the information needed to create your personalized graduation slide.

To register: 1) Click this link and create your password: <u>Set Password Here</u> Note: The password link above is unique to your account, <u>do not</u> forward to others.

2) Log in and complete the registration process.

3) You may return to the site anytime by going to the Login Page and using this email address:





Welcome to MarchingOrder. Please type in and confirm a new password to use in MarchingOrder below. Passwords must be at least five characters long. Remember, this password will be only used in the MarchingOrder system.

Set Password							
*	ŧ.	•••••					
*	ŧ	•••••					
						Set Password	





Logout

## Graduate Home

Register for your Ceremony below:

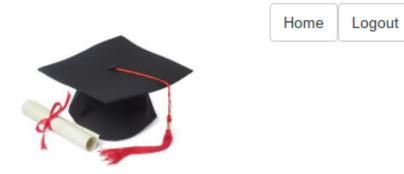




Virtual

Register Here





### **Commencement Registration Form**

Virtual Ceremony

Virtual

Congratulations on your upcoming graduation!

Although, at this time, we are not able to celebrate your ceremony in person, we would like to give you the opportunity to celebrate all that you have accomplished during your time here.

As such, we are planning an online celebration of 2020 Graduates so that you can remotely share this moment with your family, friends, and community.

Each graduate will have the opportunity to be recognized with an official slide that can be personalized with your photo and personal message, and which can be downloaded.

Graduate Information					
Full Name	Amyar Victor				

### **Create Your Personal Graduation Slide**

We encourage you to add both a personal message and photo as it makes for a great keepsake for you, your classmates, and your friends and family who will be viewing the ceremony with you!

Graduation themed photos are encouraged!

Please upload your photo by using the "Upload Photo" button.

File types are limited to .jpg, .png. Maximum file size is 5 MB.

#### Personal Message

Please draft a personal message that you would like to appear on your slide during

#### Photo

1 Upload photo

Graduation themed photos are encouraged!

Please upload your photo by using the "Upload Photo" button.

File types are limited to .jpg, .png. Maximum file size is 5 MB.

#### Personal Message

Please draft a personal message that you would like to appear on your slide during the ceremony, maximum size 150 characters

Please remember that this is a formal ceremony. Please do not use slang or derogatory terms.

150 characters remaining

### Phonetics

Your name will be recorded for your Virtual Graduation Ceremony. Recording of names will begin 4 weeks before the ceremony date. If you'd like your name pronounced correctly, please respond to the following questions prior to that time. If you respond after the deadline, we cannot guarantee that your information will be referenced for the recording of your name.

How do you pronounce your name? \*

#### For example:

### Phonetics

Your name will be recorded for your Virtual Graduation Ceremony. Recording of names will begin 4 weeks before the ceremony date. If you'd like your name pronounced correctly, please respond to the following questions prior to that time. If you respond after the deadline, we cannot guarantee that your information will be referenced for the recording of your name.

#### How do you pronounce your name? \*

For example:

- · Raul Gonzalez: rah-OOL gon-SAH-les
- Ngoc Nguyen: nahk nuh-WEN
- · Andrea Weinstein: An-DRE-uh Wine-Steen

### **Record Your Name**

Q: Why might this be important?

A: If you would like to ensure that the reader pronounces your name correctly, you may record your name by telephone to provide accurate pronunciation.

۰.

Note: This recording will be used as a reference, and will NOT be played during the ceremony.

### Step 1: Enter your phone number below

Country Telephone Code

Telephone number

### **Record Your Name**

#### Q: Why might this be important?

A: If you would like to ensure that the reader pronounces your name correctly, you may record your name by telephone to provide accurate pronunciation.

Note: This recording will be used as a reference, and will NOT be played during the ceremony.

### **Step 1: Enter your phone number below**

Country Telephone Code	United States (+1) • Telephone number	C Please enter a 10 digit phone number	Submit this phone number		
Step 2: Recording your voice					
Tips: After you pick up the call, you will hear a message with these instructions:         1. After you hear the tone, say your name two times         2. First, say your name clearly, at a normal conversation speed         3. Then repeat your name slowly, emphasizing any special pronunciations         4. After you finish, hit pound (#)         5. You will hear your recording         6. Press 1 to accept your recording OR Press 2 to record again         7. Wait until you hear "Thank you", then hang up         8. Don't forget to press the "Submit" button below. If you do not hit submit, your recording may not be saved.					

### Step 3: Review/Submit Recording

### Step 1: Enter your phone number below

Country Telephone Code United States (+1) 🔻 Telephone number 📞 Please enter a 10 digit phone number Submit this phone number					
Step 2: Recording your voice					
<ul> <li>Tips: After you pick up the call, you will hear a message with these instructions: <ol> <li>After you hear the tone, say your name two times</li> <li>First, say your name clearly, at a normal conversation speed</li> <li>Then repeat your name slowly, emphasizing any special pronunciations</li> <li>After you finish, hit pound (#)</li> <li>You will hear your recording</li> <li>Press 1 to accept your recording OR Press 2 to record again</li> <li>Wait until you hear "Thank you", then hang up</li> <li>Don't forget to press the "Submit" button below. If you do not hit submit, your recording may not be saved.</li> </ol> </li> </ul>					
Step 3: Review/Submit Recording					

There are currently no pending/saved recordings

Template Name:	Graduate Submitted Form	
Ceremonies *:	Virtual Ceremony	
Trigger:	Graduate submitted a survey	¢
Sender E-mail:	Rana_Al-Shaikh@gcccd.edu	
Subject *:	MarchingOrder Form Submission Complete	
Body *:	B I U   ≟≣ ∷≣   ⊠ ⊞ ≣   Format →   ⊕ ∞   Insert placeholder →   ⊙ Source	
	Hi @Model.Person.FirstName, This email confirms you successfully submitted your information on the MarchingOrder site. Information about how to participate in your upcoming event will be communicated by your school, so be sure to check your email regularly. Congratulations on your graduation!	
Attachment:	Choose File No file chosen	Remove

# Bookstore-Regalia Information

- <u>Virtual Commencement</u> we are working on a website for students that wish to purchase Cap, Gowns, Tassels, Diploma Covers etc. Website will be <u>http://herff.ly/cuyamaca</u> (mostly direct ship)
- -We are currently offering <u>FREE Shipping</u> on <u>ANY</u> orders via our website, Textbooks or General Merchandise and School Spirit Apparel at <u>https://cuyamaca.bncollege.com/</u>
- Shipments will be mailed out to students every Wednesday.

## Admissions & Records-Graduation

- The process of awarding degrees and certificates will proceed as normal for prospective Spring 2020 graduates. Final evaluations will be conducted mid-June.
- Degrees and certificates will be posted to the official GCCCD transcript at that time, and diplomas will be printed shortly thereafter.

# Mailing Address Verification

• To ensure that your mailing address is correct, please email the Evaluations Office at <u>cuyamaca.evaluations@gcccd.edu</u> with your current mailing address by <u>May 22, 2020</u>.

# Diplomas

• **Diplomas**: Final evaluations will be conducted mid-June, after all end-ofterm processing has been completed and degrees and certificates will be posted to the official GCCCD transcript at that time. **Diplomas are expected to be mailed to the student's address on file in late June or early July 2020**.

## General Education Certifications

- General Education Certifications: Students requiring a General Education certification to be sent to a CSU or UC (CSU Breadth or IGETC) may find the forms on the Admissions and Records webpage. <u>https://cuyamaca.edu/services/admissions/forms.aspx</u>
- Scan the form or submit a photo of the signed form via email to the Evaluations Office no later June 1, 2020 at: Cuyamaca.Evaluations@gcccd.edu.

## Transfer Center

- Transfer Students should submit their final transcripts by July 1 to all UC schools.
- Should submit the final transcripts to SDSU by July 15th.
- If cannot submit transcripts, must notify Admission of the university.
- If student got denied admission to SDSU or UCSD, student can appeal, please email me amaliya.blyumin@gcccd.edu for assistance.
- Students should refer to each campus to learn about virtual orientations for transfer students and about housing opportunities.

# Recognition Ceremony- Veterans

- Scheduled to launch on May 22 (same day that our ceremony was scheduled)
- Graduates can submit photos and bios to be posted on the Veterans Center webpage. Bios will include AA/certificates and transfer schools if applicable.
- Graduates will still receive their Veterans Center Certificates or Recognition, as they would at the ceremony, along with red/white/blue cords in the mail.
- We will highlight the top two GPA earners on the website.

http://www.cuyamaca.edu/services/veterans/default.aspx

Assistance with Slides Zoom Sessions

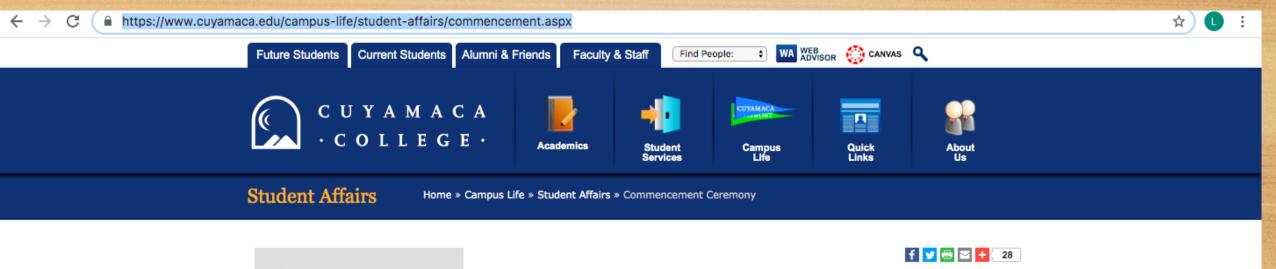
- Friday, May 8 (10:00 am to 2:00 pm) https://cccconfer.zoom.us/s/95897882893
- Monday, May 11 (10:00 am to 2:00 pm)

https://cccconfer.zoom.us/s/97147284116

Cuyamaca.Graduation@gcccd.edu

## Graduation Website

https://www.cuyamaca.edu/campus-life/studentaffairs/commencement.aspx



#### Student Affairs

Faculty Grievances

Campus Life Cuyamaca Cares

Complaint Process

Code of Conduct

Commencement Ceremony

Discipline

Leadership Development

Shared Governance Committees

Our Staff

Student Resources

Student Organizations & Clubs

Title IX Information Student Conduct Procedures

#### 🔄 Contact

Dr. Lauren Vaknin

#### COMMENCEMENT CEREMONY 2020

#### YOUR GUIDE TO COMMENCEMENT

You have reached a significant milestone in your educational goal, and on behalf of Cuyamaca College, we want to congratulate you on your success in completing the requirements for your degree or certificate. Cuyamaca College is honored to have been an integral part of your educational endeavors.

Due to COVID-19, we are having a virtual Commencement Ceremony, and we partnered with the company Marching Orders to develop the virtual ceremony. You will be able to access the virtual ceremony on June 3, 2020 at 5:30 pm by clicking on the Http://www.Cuyamaca.edu website. Please join us online on June 3, 2020 at 5:30 pm as we all view the ceremony together. Don't forgot to share the link with your family and friends to view the online ceremony.

All graduates will have their own slide in the virtual ceremony, which includes your name, degree and/or certificate, and we will notate honors status (if applicable). In addition, you will have the opportunity to submit a photo and message to be included on your slide. You will be asked to record your name for the name reader to tape for the program. You will be able to download your slide and

