March 4th, 2017

Dear Graduating Green Mountain College Senior,

Congratulations, you are about to graduate! We look forward to celebrating with you at Commencement on Saturday, May 13th, 2017. The Commencement ceremony begins at 10:00 a.m. on the Griswold Library Lawn and Commencement Lunch follows directly after in the Withey Dining Hall. You will need to be at the United Methodist Church on Main Street by 9:00 a.m. to line up. If by some outside chance we are blessed with rain, the ceremony will take place in the Waldron Athletic Complex.

The attached documents are intended to help guide you through the commencement process. This is a busy and exciting time, and we want to make sure you make the most out of your senior year. You will find a checklist highlighting important deadlines and tasks that are an essential part of your senior year. The next few months can become hectic and we encourage you to revisit the checklist periodically to be sure you do not miss any important deadlines. With only several weeks to go, we hope you make the most of your remaining time at Green Mountain and celebrate your achievements.

If you have further questions, please contact the Office of Student Life at 802-287-8377 or stop by in the basement of Withey Hall. This checklist and other information regarding commencement at Green Mountain College can also be found on-line at www.greenmtn.edu/commencement.

We look forward to working with you through this exciting process and congratulate you on your accomplishments.

Sincerely,

Andrea Roebuck,
Director of Student Involvement
CHECKLIST FOR GRADUATING SENIORS

Congratulations, Green Mountain College Graduating Class of 2017! Commencement is scheduled for **Saturday, May 13**.

___ **Cap and Gown Form** DEADLINE March 1st

___ Reserve off campus overnight accommodations and/or dinner reservations for any family and friends joining you for your commencement ceremony. Click [here](#) is a link to nearby lodging options.

___ Sign up yourself and guests for the Commencement Lunch completing the **Commencement Lunch RSVP by April 21st** Form found at [www.greenmtn.edu/commencement](http://www.greenmtn.edu/commencement).

___ Stop by the Office of Career and Personal Development to polish your resume or portfolio and discuss your future plans with Serena Eddy.

___ Connect with the Alumni Office (The Meeting House) and update your contact information to ensure you receive all the GMC Alumni correspondences after you graduate.

___ Prepare to move out of your Residence Hall. Seniors must move-out no later than 5 p.m. the evening of commencement.

___ Participate in **Senior Week** Events (May 9-13).

___ **Pick up Senior Brunch Tickets and Commencement Lunch Tickets** in Student Life. (May 1-9)

___ Attend **Mandatory** Friday’s Senior Brunch (May 12).

___ Attend **Mandatory** graduation rehearsal and pick up your camp and gown (May 12) - Mandatory
Wednesday, March 1  Deadline for completing the Cap and Gown Form.

Friday, April 21  Last day to RSVP for Commencement Lunch

Sunday, April 30  Honors Tea, 2:00 p.m.

Wednesday, May 4  Last Day of Classes

Friday, May 5  Reading Day

Friday, May 5  Midnight Breakfast, starting at 11:00 p.m.

May 6-8  Final Exams

Friday, May 12  11:30 a.m. Senior Brunch, seniors only, **required**, Withey Dining Hall
               1:00 p.m. Rehearsal **required**, Waldron Gymnasium

Saturday, May 13  9:00 a.m. SHARP! Graduation Parade Line-up, Methodist Church on Main Street
                  10:00 a.m. Commencement
                  Commencement Lunch, following Commencement Lunch is a ticketed event get your tickets by April 21st!
                  Residence Halls Close at 5 p.m.

SENIOR SPEAKER
Each year, a graduating senior is elected to represent the class by presenting some words of wisdom at Commencement. **If you would like to be considered for this honor, turn in your speech to the Office of Student Life no later than Wednesday, April 5th by 5:00 p.m. and be available to audition your speech on Tuesday, April 11th at 5:00 p.m.**

ON-CAMPUS SENIORS
Residence halls will be closing at 5 p.m. on Saturday, May 13 to prepare the halls for summer camps and programs. As graduation draws near, campus residents will be notified on how to officially check out of the residence halls. Be sure to check your email for updates.

SENIOR ACTIVITIES
Senior Class Representative Keeley Titus will be planning special activities for the week of May 9-13. Please feel free to email titusk@greenmtn.edu with feedback on what types of activities you might like to have.
OFF-CAMPUS ACCOMMODATIONS
As this will be a high-traffic weekend for the area, we highly encourage you to make lodging and restaurant reservations for your family and friends as soon as possible. Check suggested accommodations online here.

ASSISTANCE REQUESTS
People with physical challenges who anticipate needing assistance while visiting Green Mountain College and attending Commencement should contact Lisa Perry at the Office of Student Life at (802)287-8377 to inform us of your needs.

FRIDAY SENIOR BRUNCH
The annual Senior Brunch (which is prior to the required rehearsal) will be held on Friday, May 12 at 11:30 a.m. Due to seating limits, there will be no guests other than graduating seniors allowed. This is a ticketed event, tickets should be picked up in Student Life prior to event. This meal will be paid for by the Office of the President for any graduating seniors without a meal plan.

ALUMNI OFFICE
Don’t forget that as a 2017 graduate, we’ll always be connected to the College. We were students for a few years but will be alumni forever! Make sure to “Like” the Green Mountain College Alumni Community Facebook page and join the Green Mountain College Alumni group on LinkedIn to stay up to date and network with peers. Be sure to update your contact information with the Keep in Touch link to ensure you receive The Bulletin alumni magazine.

COMMENCEMENT LUNCH**
The Commencement Lunch will be held on Saturday, May 13 immediately following Commencement. In order for the College to prepare for this event, please fill out the Commencement Luncheon RSVP Form no later than Friday, April 21. This meal is free for graduates. Due to seating limits, seniors can only bring four guests. The first two are free and the additional two guests will pay the lunch rate of $10.00 for adults and $8.00 for children 8 and under.

SENIOR CHECKLIST
As you prepare to leave Green Mountain College, there are a number of items that need to be addressed.

COMMENCEMENT REGALIA
Please provide your height information via the Commencement Cap and Gown Form if you have not already done so, by March 16th.. The form can be found here.
OFFICE OF CAREER AND PERSONAL DEVELOPMENT

For individual guidance, contact Serena Guiles, Director of Career and Personal Development, at serena.eddy@greenmtn.edu to discuss resumes, cover letters, interviewing skills, job search strategies, etc. Remember that you can utilize these services as alumni as well. Check out the Career and Personal Development website here.