# Coastal Pines Technical College
# Spring 2025 Graduation Ceremony

**Are you completing a degree, diploma or certificate of credit this semester?**

Don't forget to apply for graduation even if you do not want to participate in the graduation ceremony.

## How do I apply for graduation?

1. The application for Graduation is on the Registrar's page of the CPTC website: www.coastalpines.edu then go to Services - Registrar - Graduation Page.

2. Submit an online Graduation Application by Thursday**, May 1, 2025**.

Note: Make sure you choose the Spring Graduation Application.

## Application Status

Once your application is processed, correspondence regarding graduation will be sent to the email address on your Graduation Application.

You can also log onto BannerWeb and verify your award(s) are listed as 'Pending".

**You need to apply for graduation, even if you do not plan to participate in the graduation ceremony.**

## After You Apply:

◊ You can log into your Okta dashboard and go to the Ellucian Experience application to verify your award(s). Each award will be listed as "Pending".

◊ All awards will be available through Parchment to print a digital copy. Degree and Diplomas will be available electronically and mailed 4-6 weeks.

◊ After all graduation requirements are verified, your Pending award will be updated "Awarded" . It will be listed on your Unofficial transcript and Official transcript.

◊ If you apply for an award in a given semester but do not fulfill all requirements, you **must submit a new Graduation Application** before the deadline of the semester in which you intend to graduate.

## Ceremony Information

There will be a **$40.00 non-refundable participation fee** to participate in the ceremony.

There is **not a fee** if you do not want to participate in the ceremony; however, you **must complete a graduation application to receive your award**.

### Commencement Ceremony

TBD

### Ceremony Rehearsal

TBD

Caps and gowns will be distributed at rehearsal.
**Rehearsal is Mandatory for ceremony participants**

## Graduation Text Alerts

◊ For those with a smart phone, open a web browser and go to the following link: **rmd.at/b6gba9.** Follow the instructions to sign up and download the mobile app.

◊ For those with a basic mobile phone, you will text the message @b6gba9 to 81010.

◊ If you're having trouble, you can go to the following link: https://www.remind.com/join/b6gba9 to join.

If you have any questions about graduation, please contact the Registrar's Office.

**Gail Reeves, preeves@coastalpines.edu
call (912) 287-4837**

**Janet Carter, jcarter@coastalpines.edu
call (912) 427-5817**