

GRADUATION CHECKLIST

Ivy Tech Indianapolis Graduates
Summer 2022, Fall 2022, and Spring 2023



The 2023 Commencement Ceremonies will be on
Thursday, May 4, at the Indiana Farmers Coliseum,
1202 East 38th Street, Indianapolis, IN 46205.

IMPORTANT CHECKLIST ITEMS AND DATES

Students must apply to graduate and RSVP to attend the commencement ceremony by April 1 to participate in the 2023 Commencement Ceremonies.

IMPORTANT INFORMATION

☐ **RUN YOUR DEGREE AUDIT**

Run your audit through MyIvy or meet with your Academic or Faculty Advisor to confirm you are on track.

☐ **APPLY TO GRADUATE BY APRIL 1**

Only those that apply to graduate will receive the sign-up link to RSVP to attend the Commencement Ceremony.

☐ **RSVP TO ATTEND THE COMMENCEMENT CEREMONY BY APRIL 1**

Only those that RSVP through the sign-up link by April 1 will be able to request guest tickets. It was sent to your Ivy Tech email.

☐ **ORDER YOUR CAP & GOWN BY MARCH 21**

Caps and gowns are required for the commencement ceremonies. To purchase a cap and gown, you must order through Oakhill at ivytech.shopoakhalli.com by March 21.

MUST DO CHECKLIST ITEMS

☐ **MARCH 21 DEADLINE**

Order cap and gown

☐ **APRIL 1 DEADLINE**

Apply to graduate

☐ **APRIL 1 DEADLINE**

RSVP to attend Commencement and order guest tickets.

APRIL 1-MAY 3

☐ Pick up guest tickets from the downtown campus.

☐ **MAY 4 - Commencement Ceremony at the Indiana Farmers Coliseum**

3:00 p.m. - Nursing

6:00 p.m. - All other schools



IVY TECH
COMMUNITY COLLEGE

For more information and details,
visit IvyTech.edu/IndyGraduation.

INSTRUCTIONS & INFORMATION

How to apply to graduate

Log into **MyIvy** > Click Student > Advising > Apply to Graduate > Click the term you want to apply for graduation.

Follow the instructions on the screen to select your curriculum, name to appear on the diploma, and mailing address; you must apply by April 1 if you want to participate in the Commencement Ceremony.

How to RSVP and Order Guest Tickets

Use sign-up link sent to your Ivy Tech email.

You MUST submit an RSVP by April 1 if you plan to attend the Commencement Ceremony

Live Assistance in Drop-In Graduation Zoom Rooms

Ivy Tech Indianapolis has Drop-In Graduation Zoom Rooms through April 1 for students that have questions about or need assistance with anything regarding graduating

Items they can assist you with (but are not limited to) include:

- Run your degree audit
- Applying to graduate
- Answer general graduation questions

To access the rooms, drop in during scheduled business hours, and a member of the team will be with you as soon as possible.

Graduation Zoom Room links:

<https://ivytech.zoom.us/j/98390567655>

Tuesdays

- 10 a.m. - 2 p.m

Thursdays

- 10 a.m. - 2 p.m.

For assistance after April 3, 2023

All questions should be sent the indy-graduation@ivytech.edu

Share on social using **#IvyTechGrad**

Stay up to date! Check your Ivy Tech email often and visit the Indy Graduation page at:

IvyTech.edu/IndyGraduation

DID YOU KNOW?

Graduation is when a student completes all degree requirements and is awarded a credential.

Commencement is the ceremony that celebrates a student graduating.