

MASTER'S INTERNATIONAL SCHOOL OF DIVINITY
Evansville, Indiana

2010 ON-SITE GRADUATION ANNOUNCEMENT

October 8 (Friday) – October 9 (Saturday), 2010

Dear Student,

CONGRATULATIONS! *You are receiving this information because you meet one of the following requirements: 1) You have actually graduated recently, but qualify to add the on-site ceremonies as a capstone to your program; 2) You expect to have completed all of the requirements for graduation before June 30, and qualify to attend the on-site ceremonies; 3) You are trying hard to be finished in time to graduate, but you may need a little help to get you across the finish line.*

Now here is some good news! Please read the following document, giving special attention to the “OPTIONS” immediately below.

OPTION ONE: STANDARD ON-SITE GRADUATION. Complete all of your courses *prior* to the week of graduation. Then, meet your classmates at the graduation banquet held on the evening of October 8, 2010, and receive your degree at the graduation exercises in Evansville, Indiana, on Saturday morning, October 9, 2010.

OPTION TWO: ATTEND THE ON-SITE GRADUATION & FINISH YOUR REMAINING ONE OR TWO COURSES FOLLOWING GRADUATION. If you complete all but two of your courses prior to the week of graduation, you may elect to attend the graduation activities, actually walk the graduation line, and then finish your remaining two courses following graduation. *Please note: This option allows you to take full advantage of all of the on-site graduation events, but the degree folder given as you walk across the graduation platform will be empty on the inside. The actual degree will be awarded and sent to you following the completion of your final course requirements, and settlement of all other academic and/or financial obligations.*

Whichever option you select, if you plan to attend the On-Site Graduation Program, please complete the Graduation Registration Form as soon as possible, check the appropriate places, and include the On-Site Graduation Fee (unless you have already paid this Fee), after which graduation materials will be sent to you. **The deadline to register for the On-Site Graduation is August 31, 2010.**

The Graduation Materials Packet You Receive Will Include:

1. Your Degree Order Form.
2. Your Cap and Gown Order Form.
3. A Graduation Banquet Reservation Form. No payment for the Banquet is required at this time. After receiving the Banquet Reservation Form, you will

decide on the number of guests (in addition to yourself), whom you will be inviting to attend.

4. Hotel directions and reservation information.

For additional information contact us by email or telephone. The individuals to contact are:

- ✓ General graduation event questions including the Banquet: Mrs. Becky Day, Director of Student Fulfillment Services (bday@mdivs.edu).
- ✓ Records and qualifications for Graduation: Registrar, Mr. Jim Petty (jpetty@mdivs.edu).
- ✓ Financial questions: Mr. Ron Throgmorton, Director of Financial Services: (rthrogmorton@mdivs.edu).

**Master's ~ 520 Kimber Lane ~ Evansville, Indiana 47715-2820
812-471-0611 ~ fax 812-471-0877**