

# Columbus College of Art & Design

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ccad.edu

Dear Graduating Seniors and all Commencement Attendees:

The following is a list of important dates and times concerning CCAD graduation and the commencement ceremony on Saturday, May 14, 2022:

**1. Commencement ceremony:** The commencement ceremony is scheduled for Saturday, May 14, 2022, at 10 a.m. at **Wexner Center for the Arts' Mershon Auditorium, located on the Ohio State University campus at 1871 N. High St., Columbus, Ohio, 43210.** Students must enter through the loading dock door no later than 9 a.m. Mershon's front doors will open for your guests at 9 a.m.

- a. Accessibility—Mershon Auditorium does not have an elevator. Main floor accessible seating is available for individuals with limited mobility or those using wheelchairs, and their companions. To make advance accessible seating arrangements or request accommodations, please email [registrar@ccad.edu](mailto:registrar@ccad.edu).

**2. Commencement rehearsal:** The commencement rehearsal is Tuesday, May 10, 2022 at 1:30 p.m. Enter through the loading dock door at the Wexner Center for the Arts' Mershon Auditorium. You must arrive in the rehearsal area prior to the rehearsal's 1:30 p.m. start. You will **not** need your cap, gown, or hood for the rehearsal. However, you must pick up all the items prior to rehearsal day. During the rehearsal we will show you the proper manner for wearing your graduation apparel, particularly the hood.

**3. Commencement tickets:** Tickets are required to enter the commencement ceremony. Students can pick up to 8 tickets for guests. Tickets will be distributed at the time of cap and gown pickup, which will be Friday, April 15, through Friday, April 22, 8:30 a.m. to 4:30 p.m. daily at Student Central in the Crane Center. **Need more than 8 tickets for your family and friends? We will also distribute 2 additional tickets per senior on a first-come, first-served basis** on Friday, April 22, from 11 a.m. to 1 p.m. in the Executive Offices on the upper level of Canzani Center.

**4. Reserved seating for guests with special needs:** CCAD will also obtain a deaf-sign interpreter for those guests who need assistance. If you indicated that you have a guest with special needs on your graduation application we already have this information. If you have questions regarding your request please call 614.222.3295.

**5. Final grades For May graduates.** Final grades are due from faculty at noon, Friday, May 6. We will distribute special graduate lists to faculty; however, please be sure to remind your instructors that you are a May graduate. You can check your grades and all holds online via [Self-Service](#).

**6. Student loan information:** All students who had Federal Direct Student Loans and/or Perkins Loans while attending CCAD must complete an exit interview with the federal government and CCAD. The Federal Direct Student Loans and Perkins Loans are two separate loan programs. The Perkins Loan exit interview can be completed by logging on to [myloancounseling.com](http://myloancounseling.com). The Federal Direct Student Loan exit interview must be completed by logging on to [studentaid.gov](http://studentaid.gov). CCAD will be notified electronically once you complete this process. **Failure to complete the online loan exit interview process will prohibit us from giving you your degree.**

**7. Graduate clearance checklist:** Please remember that if you have any outstanding debts or have not been cleared by the offices listed below, all service will be delayed and you will not receive your degree, transcripts (for employment, graduate school, etc.), and will have all other services stopped until the problem is resolved. Please use the following checklist to ensure you have cleared all areas **prior to Friday, May 6, 2022:**

- LIBRARY
- FINANCIAL AID
- PERKINS (if applicable)
- DEPARTMENTAL FINES (if applicable)
- BURSAR

**8. Cap & gown, commencement announcements, and tickets:** Your cap, gown, generic commencement announcements, and tickets will be available from Friday, April 15, to Friday, April 22, from 8:30 a.m. to 4:30 p.m. daily in Crane Center. There are a set number of generic announcements included in your graduation package. If you would like to order personalized announcements at your own cost you can call Jostens directly at 1.800.854.7464 or go to [jostens.com](http://jostens.com). Please make sure to allow at least two weeks processing time for Jostens for any individual announcement order.

**9. After graduation plans:** Have you completed an internship, accepted a job offer, or enrolled in graduate school? CCAD wants to learn about your plans after graduation! Keep an eye on your CCAD email in April regarding the First Destination Survey in Handshake.

You may still be searching for the best next step. If so, you may schedule a career advising appointment on Handshake at [ccad.joinhandshake.com/login](http://ccad.joinhandshake.com/login), by calling Career Services at 614.222.4045, or emailing [careers@ccad.edu](mailto:careers@ccad.edu).

We are excited for you as you look forward to your graduation!

Here are a few boxes to check as you prepare for graduation. Keep in mind that **you will NOT receive your diploma and you will not be able to get an official transcript if you have a hold due to unpaid fees or fines**. You can check for holds online on Self Service.

**Do I have an unpaid tuition balance with CCAD?**

**Action:** Contact Student Central to and pay your balance in full.

If you have a balance that will not be paid in full before the end of the term, go to the Student Central and set up new payment arrangements by signing a new extension.

**Do I have a library fine?**

**Action:** Confirm amounts owed with the Library and make payment either online using Self-Service or make payment in Student Central.

**Do I have an outstanding parking ticket that I have not paid?**

**Action:** Bring your ticket to Student Central and make payment. If you are unsure if you have a parking fine, you can check with CCAD Safety & Security.

**Do I have any departmental fines that have not been paid? (i.e., sculpture, jewelry, etc.)**

**Action:** Confirm with your instructor whether you have a fine that needs to be paid. If you have an unpaid fine, go to Student Central, ask to have the fine added to your account, and make payment.

**Have I had Federal Direct Student loans or a Perkins loan during any semester of attendance at CCAD?**

**Action:** Complete your Federal Direct Student Loan exit counseling at [studentaid.gov](http://studentaid.gov). Complete your Perkins exit counseling at [myloancounseling.com](http://myloancounseling.com).

Questions? Contact Financial Aid at [financialaid@ccad.edu](mailto:financialaid@ccad.edu) or call 614.222.3295.

**Congratulations, Class of 2022!!**