

Council on Academic Affairs

Registered Student Organization (RSO) / Academic Program

Graduation Regalia Request

Effective Fall 2016: All RSOs, even those with previously approved regalia, must complete this form and be recertified before wearing organization specific regalia at Fall 2016 Commencement.

All regalia worn at University Commencement and/or College Convocations must be approved by the Council on Academic Affairs (CAA) prior to graduation. Special regalia worn at Commencement/Convocation is a privilege afforded to those individuals/groups who have met a distinctive academic expectation.

An RSO requesting to have members wear organization specific regalia (stoles, cords, etc.) must complete this form and submit to the Office of EKU Student Life. Student Life will present the request at the next available CAA meeting. The wearing of sashes may not be proposed as it is exclusively reserved for those students earning Latin Honors. A request by an academic program should be submitted to the Dean's Office of their relevant college. The request will then be brought forward to CAA by the Associate Dean of the college.

Forms should be submitted no later than the 2nd week in October to request an item be approved for a December ceremony, or the 2nd week in March for a May ceremony.

RSOs must complete the form and attach a color picture of the regalia for which they are proposing approval. Failure to receive approval will result in any unapproved regalia being confiscated at graduation.

SUBMITTED BY:

NAME _____ PHONE CONTACT _____ DATE _____

EMAIL: _____

RSO/Academic Program Graduation Regalia Request

- [Required] Name of RSO/Program:
- [Required] Contact Name: _____ [Required] Contact Email: _____ [Required] Contact Phone Number: _____

1. Organizations can apply to CAA to have Commencement regalia approved in one of the following ways:

- A. The RSO may request approval for all members to wear Commencement regalia because the organization has an academic membership requirement of a GPA of 2.5 or higher.
- B. The RSO may request approval for those individual members who have attained a 2.5 GPA or higher to be allowed to wear the approved regalia.
- C. A college may submit a request for regalia indicating completion of an academic minor; students who are Veterans may wear regalia as determined by the ECU Office of Military and Veteran Affairs; International Students may wear regalia approved and designated by the Office of International Student and Scholar Services.

2. [Required] Does your organization have a minimum grade point requirement for membership? If so, what is it?
Please attach copies of official organization communications that relay these expectation to organization members.

3. [Required] Are you proposing that only those members who meet the 2.5 GPA academic threshold wear the regalia?

4. [Required] Please describe the significance of wearing the stole at graduation. Why should your members wear graduation regalia?

5. [Required] Please provide a brief description of the stole or cords you are requesting to be worn (and attach a color photo).