

# Graduation Information

## Graduation Ceremony

Oconee Fall Line Technical College's Spring Commencement Ceremony will be held on June 13, 2024 in the DuBose Porter Business and Industry Training Center on the OFTC campus in Dublin, GA.

OFTC's Fall Commencement Ceremony will be held in October 2024 in the Ben J. Tarbutton Jr. Business Development Center in Sandersville, GA.

## Eligible to Participate

You must have completed an Application for Graduation with your advisor when you registered for your last semester. Contact your program advisor if you have not completed your Application for Graduation. Once all graduation requirements are met, you will be eligible to participate in the next ceremony.

## Graduation GPA

The Graduation Grade Point Average (GGPA) is calculated using only courses required for graduation. When a course is taken more than once, the highest grade will be used in calculating the grade point average for graduation. Students must achieve a minimum grade of C or above in all courses.

## Honor Graduates

To qualify as an honor graduate a student must complete all course requirements in a degree or diploma program with a GPA of 3.5 or above in program required courses. Honor graduates participating will receive gold honor cords to be worn during the ceremony.

## National Technical Honor Society (NTHS)

To be eligible for the National Technical Honor Society a student must be in a degree or diploma program, complete at least 20 semester hours, and have a cumulative GPA of 3.5 or above. Membership is voluntary for those who meet these requirements and pay the \$30.00 membership dues. Members participating will receive a white tassel to be worn during the ceremony.

## Graduation Fee

There is a \$40.00 non-refundable graduation fee for all students who wish to participate in the ceremony. The graduation fee helps defray cost for the graduation ceremony such as cap and gowns, diploma covers, etc. The graduation fee must be paid by the posted deadline. There will be an additional \$35.00 handling fee added for fees paid after the deadline. Make checks payable to Oconee Fall Line Technical College. Please contact Janet Moore at 478-274-7737 or Kara Veal at 478-553-2417 in the Business Office to pay fees. Please complete the Commencement Participation Form and submit with your graduation fee.

## Tickets

Depending on the number of students participating in the ceremony, tickets may be required for guests. This will be determined after the deadline to participate.

## Cap and Gowns

If you would like to participate, and we encourage you to do so, please complete the Commencement Participation Form and submit with your graduation fee. The form provides a space for you to notate size information so that we can order your cap and gown. Your graduation fee must be paid before your cap and gown will be ordered. Cap and gowns are typically available for pick up the week of the ceremony in the Registrar's Office of the campus that you attended.

## Graduation Attire -

Dress should be professional. Please see below for more information on OFTC Professionalism.

### Professionalism

#### Personal Appearance:

Students are expected to maintain proper personal appearance at all times. Attire and grooming should be appropriate for the occupational area in which the student is training. Appropriate is what one normally would wear on a job in the specific area of training.

1. Any attire considered unsafe or disruptive to the class will not be allowed. Students inappropriately dressed or dressed in a manner that could present a safety hazard will not be allowed to attend class. Students are expected to practice good personal hygiene. These requirements are designed to instill in each student a sense of order and respect for himself/herself, other students, and the faculty.
2. The wearing of work-related headgear is restricted to department area in which the student is enrolled. An exception will be made to this policy if the headgear is part of an OFTC recognized uniform such as the nurse cap. It is inappropriate for headgear (baseball caps, stocking caps, etc.), with the exception of religious headgear, to be worn indoors by either male or female students.
3. A primary mission of OFTC is to prepare students for workplace success; appearance is a major concern employers identify as an area of needed emphasis. OFTC trains for professions; therefore, certain types of clothing are not acceptable. Students are not permitted to wear dirty or ragged clothing. The length of shorts, dresses, or skirts will be no shorter than the bottom of the person's longest fingertips when arms are extended to the side. The wearing of distracting clothing includes but is not limited to the following: wearing pants or skirts or other clothing three inches or more below the top of the hips (crest of the ilium) showing skin or undergarments; wearing clothing with cut outs, tank-top style shirts, mesh shirts (see-through); and wearing halter tops, tube tops, badges, insignia, or shirts with offensive, obscene, or abusive language. These styles are not permitted anywhere on campus. Dress should at all times be neat (no cut-offs unless hemmed or rolled up), clean, conservative (loose fitting), and in good

taste. At no time will exposed midriffs be allowed. The exposure of bare buttocks, bare chest, or bare feet is prohibited. Students at all times should observe generally accepted hygiene

practices, neatness of appearance, good grooming, and safety. Many programs have a more restrictive dress policy that governs students in class and clinical/practicum settings.

## Special Assistance

If you require special assistance such as wheelchair access, sign language, interpretation, handicap parking, handicap access and seating for guest, or others, please contact Saketta Brown in Disability Services at 478-274-7786.

If you have any questions regarding graduation, please email us at [registrar@oftc.edu](mailto:registrar@oftc.edu).