

Graduation *Workshop*



UNIVERSITY of
LOUISIANA
L A F A Y E T T E

**Graduate
School**



Graduate School Staff

ready to support you through graduation clearance

Jamie Benner, Academic & Manuscript Support Coordinator

Stephanie Galendez, Assistant Dean of Graduate School

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Contact us:

337-482-6965

gradschoolapprovals@louisiana.edu



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Degree Requirements

-  Enrollment in the final semester is required.
-  All required coursework and comprehensive requirements must be completed, as outlined in the University Catalog.
-  A minimum overall graduate GPA of 3.0 is required.
-  Any incomplete “I” grades must be resolved.

Degree Works



Verify your Degree/Program, Concentration, and anticipated graduation term.

Student ID [Redacted] X

Name [Redacted]

Degree Master of Science

Advanced search

Level Graduate Classification Graduate Major Informatics, Online Degree/Program MS_INFO Informatics, Online Concentration Generalist

College Sciences Graduation Application MS_INFO | Pending for Fall 2026 Overall Credits 27



Confirm your overall GPA.

Format Student View

Degree progress

91%

Overall Cumulative GPA 4.00

Requirements

☒ In-progress courses ☒ Preregistered courses **PROCESS**

Review Your Degree Progress



Verify your Catalog year.



Review remaining course and program requirements.

Master of Science INCOMPLETE

Catalog year: 2024-2025

You meet the minimum cumulative 3.0 GPA requirement.

Program Requirements

Still needed:

See MS Informatics Online- Generalist section

Blocks included in this block

MS Informatics Online- Generalist

Review Your Degree Progress



Incomplete requirements are indicated with a red circle.



Completed requirements are indicated with a green check mark.



In-Progress requirements are indicated with a blue, half-filled circle.

MS Informatics Online- Generalist INCOMPLETE						
Catalog year: 2024-2025						
	Course	Title	Grade	Credits	Term	Repeated
✓	Master's Candidacy Approved					
○	Must complete Comprehensive Exams					
ⓘ	Additional Non-Thesis Requirements					
ⓘ	3 Hours Informatics Capstone	INFX 591	Informatics Capstone	IP	(3)	Fall 2026
✓	3 Hours Master's Project	INFX 595	Master's Projects	S	3	Summer 2026
ⓘ	18 Hours Required Core Courses					
✓	Foundations of Informatics	INFX 501	Foundations of Informatics	A	3	Fall 2025
✓	Systematic Methods in Informatics	INFX 502	Systematic Methods in INFX	A	3	Summer 2026
✓	Human-Computer Interaction in Informatics	INFX 510	Human-Computer Inter Informtx	A	3	Spring 2025
ⓘ	Informatics Network Infrastructures and Management	INFX 540	Informatics Netwrk Infrastruct	IP	(3)	Fall 2026
✓	Systems Development	INFX 580	Systems Development	A	3	Spring 2025
✓	IT Governance, Risk Management, and Compliance	INFX 590	It Gov, Risk Mgmt, Compliance	A	3	Fall 2025

Comprehensive Requirement

- 🎓 Capstone completion
- 🎓 Project completion
- 🎓 Thesis
- 🎓 Dissertation
- 🎓 Synthesis project

“Each candidate for a master’s degree is required to demonstrate a general, comprehensive knowledge of a field of study.”

“A general comprehensive examination covering all areas of study undertaken by the student is required of each applicant for the doctorate.”

Review the University catalog for your program specific requirements.

Degree Requirement Q&A

**Next up - Manuscript Information &
Commencement Information**

Manuscript Workshops

🎓 **Navigating Deadlines & Submission**

Tuesday, October 6 at 10am

Wednesday, October 21 at 12 noon

🎓 **Formatting Your Manuscript**

Thursday, November 5 at 4pm

🎓 **Manuscript Review for Chairs**

Tuesday, October 13 at 4pm

Tuesday, November 10 at 10am

[Manuscript Guidelines](#)

Final Manuscript Submission

1. Complete your defense and committee-required revisions.
2. Confirm your Chair has submitted the Preliminary Approval form.
3. Submit your Defended Manuscript form.
4. Receive access to the Moodle course to upload your manuscript.
5. Review the Guidelines and update your manuscript to meet them.
6. Upload your defended, committee-approved manuscript to Moodle.
7. Complete formatting revisions with Grad School formatting editors.
8. Receive final approval from Grad School staff to finish final clearance tasks.
9. Finish any uncompleted surveys.
10. Pay printing and binding fees for the required archival print copy.
11. Upload to ProQuest and pay associated fees.

Manuscript Q&A

Next up - Commencement Information

How to Apply for Graduation

- 🎓 Submit your Application for Degree via ULink
- 🎓 Pay \$90 graduation fee - charged to your Statement of Account
- 🎓 Deadline for Application for Degree for Fall 2026: September 25

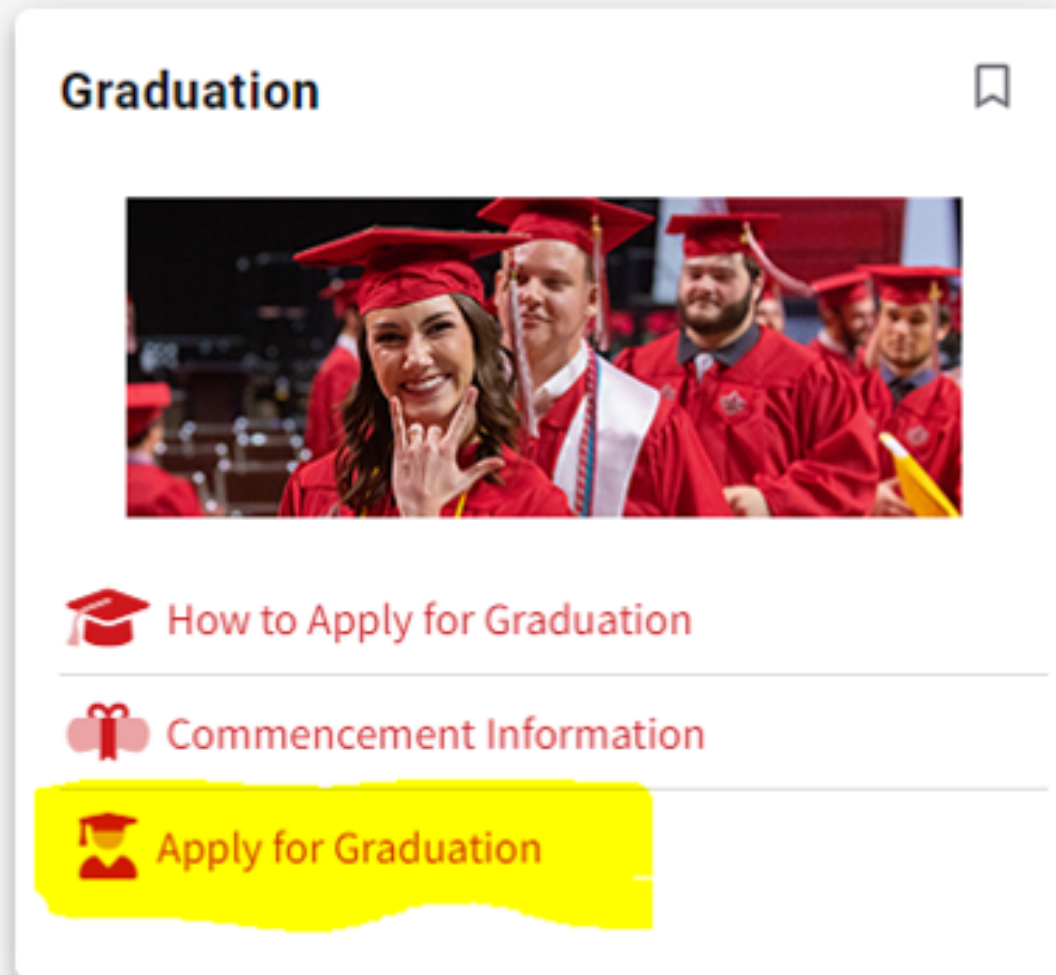
Missed the deadline?

Contact graduation@louisiana.edu

If your graduation term changes or requirements are not completed, a \$30 reapplication (diploma reprinting) fee may apply.

For more information, visit:

<https://louisiana.edu/commencement/graduate-resources/apply-graduation>



How to Order Your Regalia

Grad Expo

Tuesday, September 22 from 10am-5pm at the Alumni Center, 600 E. St. Mary Blvd., Lafayette, LA 70503

Ordering & Purchasing online - Deadline October 11

- The online ordering website will be updated and open on September 23. [HERE](#).
 - Regalia will ship directly from Oak Hall. Shipping fee \$19.95
- If you miss the online ordering deadline, you will not be able to purchase only rent - Deadline November 8

Purchase in person at the the Ragin' Cajuns Store

Student Union, 620 McKinley Street, Lafayette, LA 70504

Store Hours: Monday thru Thursday: 7:30am - 5:00pm

Friday: 7:30am - 12:30pm

Academic Regalia Overview

- 🎓 Regalia signifies your degree and academic accomplishments.
- 🎓 University-approved cap and gown are mandatory for participation in Commencement.
- 🎓 Master's and Doctoral regalia feature a hood that corresponds to your specific degree.
- 🎓 Tassels should remain on the **right side** during the entire ceremony.
- 🎓 Additional Information: [Academic Regalia](#)

Master's Regalia



Regalia includes: Cap, Gown, Hood and Tassel

Color of Hood:

MA - White

MAT - Light Blue

MBA - Drab

MEd - Light Blue

MM - Pink

MS - Gold

MSCE - Gold

MSE - Gold

MSN - Apricot

MARC - Blue-Violet



Doctoral Regalia

- 🎓 Doctoral regalia must be ordered or rented through the university's approved online vendor.
- 🎓 Not available for immediate purchase at Grad Expo.
- 🎓 Order early to ensure delivery before Commencement.

Color of Doctoral Hood:

DNP - Apricot

EdD - Light Blue

PhD - Royal Blue



Commencement Information

- 🎓 No rehearsal or walk-through
- 🎓 No tickets required for graduates or guests.
- 🎓 Ceremony duration: Approximately 90 minutes
- 🎓 Ceremony is livestreamed on social media and Cajundome websites.
- 🎓 Names of attending graduates will be announced.
- 🎓 Doctoral, Master's, and Bachelor's candidates should attend their respective College ceremonies.
- 🎓 You will receive any other Commencement information via your University email.

Commencement Information

Graduating in Absentia

-  Complete the Graduating in Absentia Form if not attending the Commencement Ceremony
-  Deadline: Friday, December 11
-  No need to resubmit if already completed

Diploma Distribution

-  If attending Commencement and you have no active holds you will receive your diploma at Commencement
-  Mail option (outside 50-mile radius) - The week after Commencement
-  Diploma pickup begins Monday, January 4, 2027
-  If you cannot pick up your diploma, please provide the name of who will be picking it up on your behalf in the comment section of the form

Location & Hours of Operation:

Registrar's Office - Martin Hall, Room 171

Monday - Thursday: 7:30 - 5:00

Friday: 7:30 - 12:30

Commencement Information

Your legal name on your record will be announced as you cross the stage. If you have concerns regarding the pronunciation of your name, please complete the Graduation Name Pronunciation Information Form.

- Deadline to Submit: Friday, December 11
- Please do not submit the form if you have already completed it.



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Commencement Ceremony Schedule

Friday, December 18th

9:00 A.M. - CAJUNDOME

College of the Arts
College of Liberal Arts
University College

1:00 P.M. - CAJUNDOME

College of Engineering
Ray P. Authement College of Sciences

5:00 P.M. - CAJUNDOME

B.I. Moody III College of Business Administration
College of Education & Human Development
College of Nursing & Health Sciences



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FAQ

1. How do I order a transcript with my degree conferred?

You can plan an order to HOLD FOR DEGREE. Once degrees are conferred at Commencement those transcripts will be released the following Monday.

2. Will my concentration be on my diploma?

No, your diploma only lists your degree. However, your transcript will contain your degree and concentration.

3. Will the Commencement ceremony be live-streamed?

Yes, it will be live-streamed and the names of students attending will be called.

4. Can I purchase a video of the Commencement ceremony?

Yes, details can be found on the Cajundome website.

5. Will there be food and drinks at Commencement?

Yes, the Cajundome concessions will be open.

FAQ

6. Can I bring my emotional support animal?

No, only Service Animals are allowed. The University Animal Policy is available [here](#).

7. Is there accessibility for graduating students?

Yes, graduating students are encouraged to reach out to the Registrar's Office to discuss accommodations needed. Please copy the Graduate School at gradschoolapprovals@louisiana.edu.

8. Is there accessible seating for my family/friends?

The elevators are available for our wheelchair, limited mobility, and Suite Patrons. In the CAJUNDOME, they are located on the East and West side of the arena and are accessible on the Main Concourse as well as the Upper Concourse. The South side elevator is only accessible from the Upper Concourse.

Escalators are available to provide easy access to all levels. In the CAJUNDOME, escalators are located on the far left and far right of the Main Lobby and go all the way to the Upper Concourse.

FAQ

9. Is there a clear bag policy?

Yes, the clear bag policy will apply to all graduates and guests. University Police will inspect the contents of all purses, bags, packages, etc., belonging to both graduates and guests upon entry into the Cajundome. Wrapped gifts and items that could obstruct the view of others are not permitted (such as large balloons, signs, etc.).

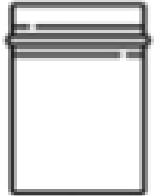
Clear Bags 12" x 12" x 6" or smaller
Non-clear bags 5" x 7" x 1" or smaller



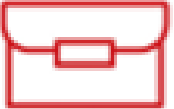
CLEAR BAG POLICY



CLEAR TOTE: PLASTIC, VINYL OR PVC
AND MAY NOT EXCEED 12" X 12" X 6"



STORAGE BAG: ONE GALLON
CLEAR STORAGE BAG



NON-CLEAR CLUTCH OR SMALL
PURSE, WITH OR WITHOUT STRAP,
MAY NOT EXCEED 5" X 7" X 1"

ALSO APPROVED, BUT NOT PICTURED: DIAPER BAGS FOR AGE-APPROPRIATE CHILDREN ACCOMPANIED BY AN ADULT AND MEDICAL BAGS. ALL BAGS SUBJECT TO SEARCH.

NO FIREARMS OR POCKET-KNIVES PERMITTED. A FULL LIST OF APPROVED/PROHIBITED ITEMS CAN BE FOUND ONLINE AT **CAJUNDOME.COM**

PROHIBITED ITEMS



LARGE PURSES



BACKPACKS / BRIEFCASES



DUFFEL BAGS



MESH BAGS



FANNY PACKS



DRAWSTRING BAGS



CAMERA BAGS /
BINOCULAR CASES



NON-CLEAR PRINTED /
PATTERNED TOTES

ALSO PROHIBITED, BUT NOT PICTURED ABOVE: OUTSIDE FOOD OR DRINK, ANIMALS (EXCEPT SERVICE ANIMALS TO AID GUESTS WITH DISABILITIES), UMBRELLAS, ARTIFICIAL NOISEMAKERS, BEACH BALLS OR INFLATABLES, LASER POINTERS, BABY SEATS OR STROLLERS, LAWN CHAIRS, FOLDING CHAIRS, STOOLS, ICE CHESTS, COOLERS, OR THERMOSES, WEAPONS OF ANY TYPE, VIDEO CAMERAS, AND ANY BAG WHICH EXCEEDS 12" X 12" X 6"

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Additional Information

- 🎓 All holds must be cleared
 - 🎓 Information on holds can be found via Ulink
 - 🎓 Financial
 - 🎓 Library
 - 🎓 Parking
 - 🎓 University keys
- 🎓 Emails will be sent to your University email asking for an updated mailing address.
- 🎓 Doctoral students will be asked for information for the Commencement Program.
- 🎓 Please complete Graduate School Exit Survey.

Commencement Information Q&A

Post Commencement

Post-Graduation Planning

- 🎓 Career Services
 - 🎓 Career resources and job search support
 - 🎓 Resume/CV updates
 - 🎓 Update LinkedIn
- 🎓 Join the Alumni Association

After Graduation

- 🎓 Transcripts access
- 🎓 Alumni email or account changes
- 🎓 Diploma pick-up or mailing (In Absentia)
- 🎓 Manuscripts will be shipped from ProQuest to you

Important University Contacts

Alumni Association

Career Services

Graduate School

Ragin' Cajun Bookstore

Registrar's Office

Office of the Bursar

Important Dates and Deadlines

Apply for Fall 2026 degree: **September 25**

Recommended defense of manuscript: **November 2**

Submit defended manuscript to Graduate School: **November 16**

Submit Graduate School approved final manuscript to ProQuest and pay fees: **November 30**

Graduating in Absentia: **December 11**

Clear all holds: **December 14**

Doctoral Hooding Ceremony: **December 17**

Commencement Ceremony: **December 18**

Share your thoughts on today's
Graduation Workshop!



[Use the QR code above or access the survey here.](#)

Thank you for joining us.



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