

Preparing for Graduation

Summer 2025, Fall 2025, Winterim 2026 Grads





Agenda

- Welcome and Introductions
- Academic Milestones Before Graduation
- Applying for Graduation
- Ordering Academic Regalia
- Diploma and Transcripts
- Alumni Resources and Engagement
- Commencement Ceremony Details
- MBA Program Graduation Gathering

Welcome and Introductions

Presenters

- Paula Lentz
(Academic Director)
- Jessica Franson
(Managing Director)
- Cyndi Bergman
(Administrative Project Manager)
- Pang Kou Khang
(Recruitment & Advising Coordinator)

Attendees

- Summer 2025 grads
- Fall 2025 grads
- Winterim 2026 grads

Academic Milestones Before Graduation

- MBA 710 Capstone Course Overview
 - Career Development Plan
 - Impact Project
 - Program Assessment
- Program Assessment
 - Covers learning goals from the various core courses
 - Written-response format and open-book
 - Three independent assessors review student responses and apply a consistent grading rubric
 - Students need to pass program assessment to graduate

Preparing for Graduation

1. Visit the MBA Knowledge Base (KB):
<https://help.wisconsinonlinemba.org/>
 - Click on the “Graduation” category and follow instructions to apply for graduation
 - All details related to graduation can be found in the KB
2. Visit the UW-Eau Claire Commencement site:
<https://www.uwec.edu/commencement>
 - Reference the [Commencement Checklist](#)
 - All details related to the upcoming commencement ceremonies can be found on this site (date, location, parking, tickets, live broadcast, etc.)

Applying for Graduation

- Confirm degree requirements
 - Review your [degree audit](#) to ensure you're on track to graduate
 - Identify your graduation term (Summer 2025, Fall 2025, or Winterim 2026)
- Apply for graduation via CampS
 - Login to CampS
 - Academic Progress tile >> Apply for Graduation
- Complete Commencement “To Do” List in CampS (update your personal information, mailing address and RSVP to attend the ceremony)
- Pay any outstanding financial obligations
- Purchase academic regalia (cap, gown, tassel, hood, etc.)

Key Deadlines

Early August	Apply for graduation (recommended after registering for final courses)
Early August	Initial degree review conducted by MBA program
Mid-September	Commencement details emailed to graduates
Early November	Final deadline to apply for graduation to be listed in the program
December 19, 2025	MBA Graduation Gathering on campus
December 20, 2025	Commencement Day

Academic Regalia

- Graduates must wear regalia if participating in the ceremony.
 - The recommended dress code for under the regalia is business attire.
- Ship your regalia to your home address.
 - Order your regalia in October to ensure you receive it in time for commencement day.
- Master's Regalia:
 - Black mortarboard, black gown with oblong sleeves, hood (MBA color is drab)
 - Should not wear gold cords
 - [BGS members](#) may wear optional honor regalia (stole, cord, medallion, charm)
- Continue to check the [UWEC Commencement site](#) for updates



Diplomas and Transcripts

- Diplomas
 - Diploma covers will be distributed at commencement
 - Diplomas are mailed to permanent addresses within 4–8 weeks
 - Update your [personal and mailing information in CampS](#)
 - Ensures your diploma will be sent to the correct address
- Request [official transcripts](#) via CampS
 - There should be an option to delay transcript order until final grades or degree awards are posted (typically 2.5-3 weeks after commencement).
 - Consider waiting until your degree is awarded before ordering. You can check your award status in CampS.

Alumni Resources

- University Email and OneDrive
 - Alumni generally have access to their university account for about a year after they graduate. Email notifications will be sent prior to account deactivation.
- Career Support After Graduation
 - MBA alumni have continued access to [UW-Eau Claire's Career Services](#)
 - Services include:
 - Resume/cover letter writing and reviews
 - Interview preparation/mock interviews (Big Interview Platform)
 - LinkedIn profile development
 - Job posting databases (Handshake and GoinGlobal)
 - Salary negotiation strategies

Alumni Engagement

- Staying Connected
 - Share your personal email account
 - Connect with the MBA program on [LinkedIn](#)
 - [Use the LinkedIn Alumni tool](#) to connect with other alumni
- Provide Feedback on Surveys
 - Program Improvement
 - Rankings and Accreditation
- Alumni Engagement
 - In-person social events
 - Online communities
 - job opportunities
 - industry-specific affinity groups
 - share professional resources
 - celebrate personal/professional accomplishments
 - Current student mentorship
 - Virtual professional development
 - Program-led immersion trips
 - Alumni/employer advisory board

Commencement Ceremony Details

- Date: Saturday, December 20, 2025
- Location: Sonnentag Event Center (Eau Claire, WI)
- Time: Exact ceremony times will be posted soon. Continue to check the [UWEC Commencement site](#) for updates.



MBA Graduation Gathering

- Date: Friday, December 19, 2025
- Location: Dulany Inn at UW-Eau Claire
- Time: TBD
- What to Expect:
 - Food, champagne toast, photos, and more
 - RSVP details to be shared
 - We welcome your ideas for what you'd like to see or experience

