

Commencement Ceremony Gwinnett Convention Center Sunday, February 26, 2012

**Graduates report at 1 pm
Ceremony at 2 pm**

The following information is provided to assist you in the graduation process:

- ▶ **Graduation Ceremony Information**
- ▶ **Frequently Asked Questions**
- ▶ **Gwinnett Convention Center Directions and Layout**
- ▶ **Jostens** (vendor for graduation attire, items)
- ▶ **Photo Session – Head Shots**
- ▶ **Keller Career Services Information**
- ▶ **Student Loan Exit Counseling Sessions**

If you still have questions after reviewing this information, please contact:

Cherise Thomas by email at cthomas2@devry.edu

NOTE: There is no secured area for purses or personal items at the arena.

GRADUATION CEREMONY

DATE : SUNDAY, February 26, 2012

TIME: 1 pm – Graduates Arrive
2 pm – Ceremony

PLACE: Gwinnett Convention Center
6400 Sugarloaf Parkway Duluth GA 30097
Telephone: 770.813.7500
Parking: No charge

DRESS

- Men: White shirt with tie, dark trousers and dark shoes. Please, no tennis shoes or sandals. Graduation gowns are fitted to wear with no jacket underneath.
- Women: White blouse, dark skirt, dress or slacks, dark shoes.
NOTE: Only symbols of academic achievement and/or organizational awards, such as, medals, and/or honor cords, are worn on top of the graduation gown. High heels are discouraged because you will be walking up and down steps.

TASSELS

Tassels are placed, and remain, on the **LEFT** side of cap.

The ceremony of moving the tassels occurs when graduating from your associate or bachelor's degree.

PHOTOGRAPHS

Sure Shot professional photographers will take two pictures of you receiving your diploma during the ceremony. The pictures may be viewed and ordered online at www.SureShotPhotography.com, DeVry is the password. Photographs will follow the same order of the Commencement Program and will be available for viewing/ordering February 28 through March 31.

IMPORTANT NOTES

- Please be respectful of your fellow graduates; no use of electronic devices: talking or texting during the ceremony.
- The ceremony will last about two hours – please plan your day accordingly.
- **There is no secured area for purses or personal items.**
- Please ask your guests to arrive on time in order to enjoy all of the ceremony.
- Guest seating is first come – first serve.
- Upon check in, you will be given your name card reflecting academic honors, when applicable. On stage, you will give your name card to the graduation announcer.
- If you have academic honors, you will be given an honors cord and tassel at check-in.
- Academic honors announced during the ceremony reflect the cumulative grade point average (CGPA) of the completed September 2011 session. Diplomas will be mailed approximately 8 to 10 weeks after the ceremony and reflect honors from your final CGPA.
- Your guests' safety is important to us. Guests may take pictures/videos from their seats; however, they will not be permitted to leave their seats for this purpose while inside the Arena.

Keller Graduate School of Management

February 2012 Graduation Ceremony

FREQUENTLY ASKED QUESTIONS

Is there a graduation ceremony rehearsal?

No, there is not. Please be at the Gwinnett Convention Center by 1 pm on February 26 with your academic attire. You will be given instructions about the ceremony at that time.

IN ORDER TO MARCH AT THE CEREMONY, YOU MUST PURCHASE YOUR ACADEMIC ATTIRE (GOWN/HOOD/CAP/TASSEL) FROM JOSTENS BY FEBRUARY 10 AND BRING IT WITH YOU THE DAY OF THE CEREMONY.

How many persons can be invited to the ceremony?

There is no limit.

Do my guests need invitations or tickets to get into the ceremony?

No, they do not.

Is there adequate parking?

Yes, at no charge.

How long is the ceremony?

Approximately 2 hours.

Do we have a DeVry corporate/discount rate at any of the hotels near the ceremony site?

Yes, we do (see following page). NOTE: DeVry University is not affiliated with, nor does it specifically endorse, the Holiday Inn.

What restaurants are located near the ceremony site?

Please visit online www.gwinnettcenter.com click "Guest Services", click "Around Gwinnett", then click "Where to Dine". Also, snacks will be available at the Concession booth located inside the Arena.

Will photos be taken at the ceremony?

Yes. Sure Shot professional photographers will take two pictures of you receiving your diploma during the ceremony. The pictures may be viewed and ordered online at www.SureShotPhotography.com, DeVry is the password. Photographs will follow the same order of the Commencement Program and will be available for viewing February 28 through March 31.

If I have honors, when do I receive my honor cord and tassel for academic achievement?

Upon check-in at the ceremony.

If I cannot attend graduation, and I have academic honors, how can I get my honor cord and tassel?

After the ceremony, contact Arlene Medeiros by email at amedeiros@devry.edu.

Can more than one diploma be ordered?

No, only one.

When can I expect my diploma?

Approximately 8 to 10 weeks after the graduation ceremony, if you have not already received your diploma.



Graduate Student Graduation Application

All candidates for graduation must complete this form by the **beginning** of their final session. Center Deans will collect forms during Week 1 of capstone classes (and other advanced classes) each session and submit to the registrar. **The Home Location can be found on your portal under "view schedule."** Online student applications **MUST** be faxed to **866-487-9582**.

Graduation candidates must fulfill all financial obligations to DeVry at least 30 days before commencement and complete exit counseling. Failure to complete exit counseling may result in a hold on students' records.

Name: _____ DSI Number: _____ Home Location: _____

Current Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Daytime Phone: _____ Email: _____

PLEASE NOTE: If your address changes, immediately notify your Student Success Coach or Online Academic Advisor.

Have you submitted a form before? Yes No If YES, to what Center: _____

Are you pursuing another degree? Yes No If YES, what Degree: _____

Please Select Your Program: MAFM MHRM MSEE (Online ONLY) MNMCM MPM

MBA MISM MSET (Online ONLY) MPA (Nonprofit/ Healthcare/ Government.)

Check one of the MPA emphases above.

MBA students who have pursued a 4-course concentration in one of the functional areas listed below may request that the concentration be designated on the academic transcript by checking below. Requirements for earning a concentration may be satisfied through a maximum of three semester-credit hours of transfer credit, course waivers or course exemptions. A course may be applied to one concentration only. Concentrations are not printed on diplomas.

- Accounting
- E-Commerce Mgmt
- Finance
- General Management
- Health Services
- Hospitality Management
- Human Resources
- Information Security
- Information Systems Mgmt
- International Business
- Marketing
- Network & Communications Mgmt
- Project Management
- Public Administration
- Security Management
- Sustainability Management

MHRM students who have pursued a 4-course concentration in one of the functional areas listed below may request that the concentration be designated on the academic transcript by checking below. Requirements for earning a concentration may be satisfied through a maximum of three semester-credit hours of transfer credit, course waivers or course exemptions. A course may be applied to one concentration only. Concentrations are not printed on diplomas.

- Accounting
- E-Commerce Mgmt
- Finance
- General Management
- Health Services
- Hospitality Management
- Information Security
- Information Systems Mgmt
- International Business
- Marketing
- Network & Communications Mgmt
- Project Management
- Public Administration
- Security Management
- Sustainability Management

Version: V. 1.4	Supersedes: V. 1.3	June 14, 2011
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MISM students who have pursued a 4-course concentration in one of the functional areas listed below may request that the concentration be designated on the academic transcript by checking below. Requirements for earning a concentration may be satisfied through a maximum of three semester-credit hours of transfer credit, course waivers or course exemptions. A course may be applied to one concentration only. Concentrations are not printed on diplomas.

- | | | |
|---|--|---|
| <input type="checkbox"/> Data Administration & Mgmt | <input type="checkbox"/> Distributed Systems Mgmt | <input type="checkbox"/> Electronic Commerce |
| <input type="checkbox"/> Global Outsourcing Mgmt | <input type="checkbox"/> Health Information Systems Mgmt | <input type="checkbox"/> Information Security |
| <input type="checkbox"/> Information Systems Applications | <input type="checkbox"/> Information Systems Tools | <input type="checkbox"/> Network Management |
| <input type="checkbox"/> Project Management | <input type="checkbox"/> Wireless | |

MNCM students who have pursued a 4-course concentration in one of the functional areas listed below may request that the concentration be designated on the academic transcript by checking below. Requirements for earning a concentration may be satisfied through a maximum of three semester-credit hours of transfer credit, course waivers or course exemptions. A course may be applied to one concentration only. Concentrations are not printed on diplomas.

- | | | |
|--|--|---|
| <input type="checkbox"/> Electronic Commerce | <input type="checkbox"/> Information Security | <input type="checkbox"/> Network Applications |
| <input type="checkbox"/> Project Management | <input type="checkbox"/> Technology Applications | <input type="checkbox"/> Wireless |

I will complete my last course(s) during the following Session/Year:

Check the appropriate Session:

Check the appropriate Year:

- | | | | |
|------------------------------------|----------------------------------|-------------------------------|-------------------------------|
| <input type="checkbox"/> July | <input type="checkbox"/> January | <input type="checkbox"/> 2011 | <input type="checkbox"/> 2014 |
| <input type="checkbox"/> September | <input type="checkbox"/> March | <input type="checkbox"/> 2012 | <input type="checkbox"/> 2015 |
| <input type="checkbox"/> November | <input type="checkbox"/> May | <input type="checkbox"/> 2013 | <input type="checkbox"/> 2016 |

I would like my name to appear

EXACTLY AS FOLLOWS on my diploma: (please PRINT clearly)

I understand that to be certified for graduation, the following conditions must be met:

1. Fulfillment of the graduation requirements for my specific program
2. A cumulative GPA of 3.00 or higher
3. An official copy of my undergraduate transcript on file
4. Fulfillment of all financial obligations to the University

Student Signature: _____

Date: _____

My signature serves as consent to the use of my name in the Commencement program and to being photographed during the event. I also understand that such photographs may be used by DeVry, Inc. in marketing and promotional materials.



Graduate Student Graduation Application

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Gwinnett Convention Center

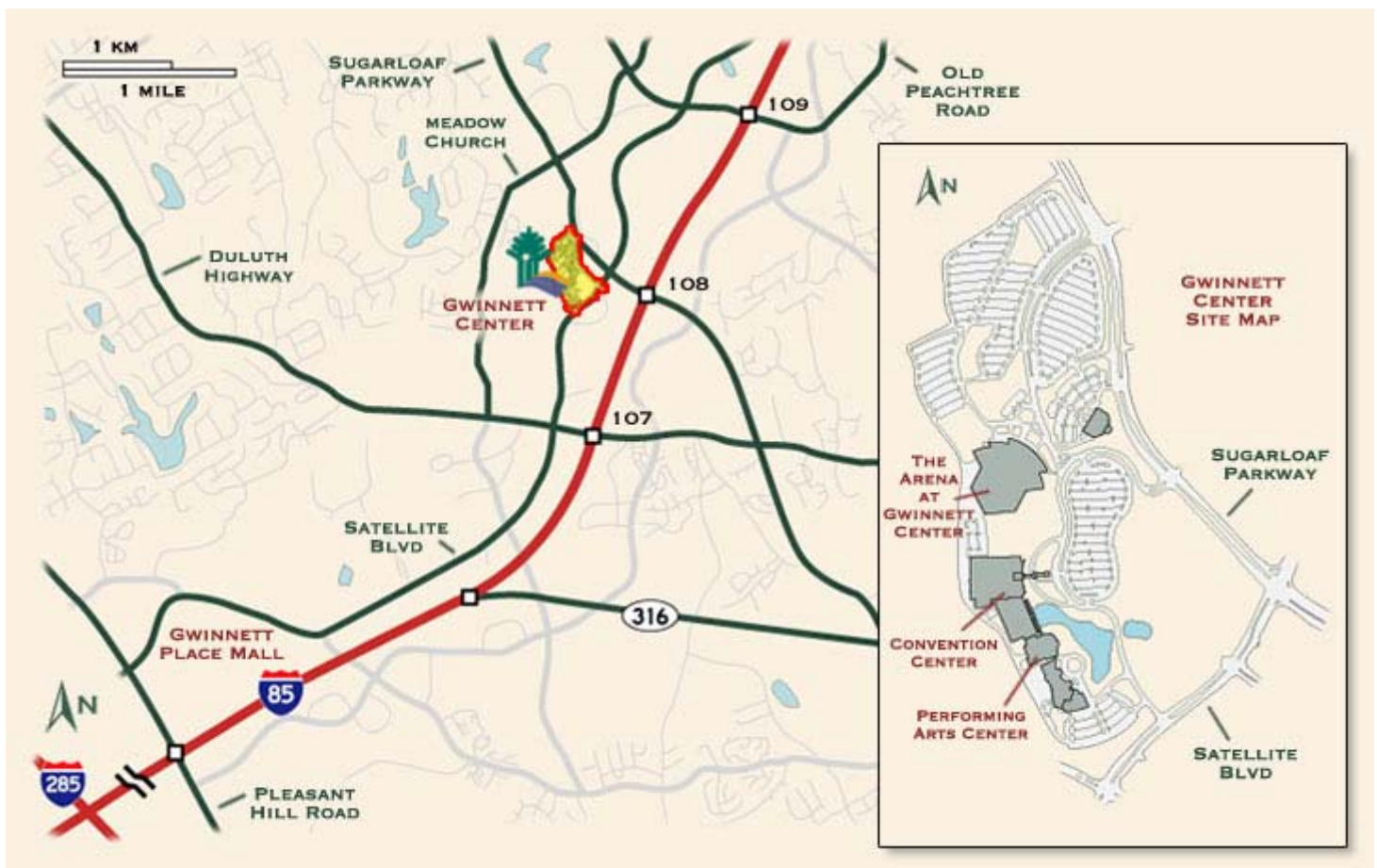
6400 Sugarloaf Parkway, Duluth, GA 30097
770.813.7500 or 800.224.6422
www.gwinnettcenter.com

Directions

Gwinnett Convention Center is about 45 minutes north on I-85 from Atlanta's Hartsfield-Jackson International Airport and 30 minutes north on I-85 from downtown Atlanta.

Heading North: Take I-85 to Exit 108/Sugarloaf Parkway. Turn right off the exit, go back under the Interstate and cross over Satellite Blvd. The Gwinnett Center Arena is on the left.

Heading South: Take I-85 to Exit 108/Sugarloaf Parkway. Turn right off the exit and cross over Satellite Blvd. The Gwinnett Center Arena is on the left.



DeVry University and Keller Graduate School of Management



Graduation Rates *For February 24 through 26 2012*

\$69 Group Rate

(Please indicate that you are with DeVry University when speaking with the reservations department)

Closest hotel to the Gwinnett Convention Center and Arena (Hotel is within walking distance)

Hotel Features:

"The Hub" at Holiday Inn

Mini Fridge, Microwave, and coffee maker in every room

Indoor Pool and Workout Facilities

Complimentary Shuttle Service (5 mile radius)



Phone: 770-476-2022

Website: www.holidayinn.com/gwinnettcntr



I love this Country.™

\$75 Group Rate

THE COUNTRY INN AND SUITES, LAWRENCEVILLE OFFERS THE SPECIAL GRADUATION RATE OF:

\$75 DOUBLE OCCUPANCY, Includes Hot/Cold Deluxe Breakfast

KING OR DOUBLE QUEEN ROOMS

EACH ROOM CONTAINS A MICROWAVE/REFRIGERATOR . IRON/BOARD . COFFEE MAKER. 2 PHONES WITH VOICE MAIL . COMPLIMENTARY LOCAL CALLS .COMPLIMENTARY LONG DISTANCE ACCESS . COMPLIMENTARY WI-FI THROUGHOUT THE HOTEL . BUSINESS CENTER . ALL NEW NAUTILUS FITNESS CENTER .OUTDOOR POOL . GUEST LAUNDRY . AND OUR AWARD WINNING DELUXE COMPLIMENTARY HOT/COLD “BE OUR GUEST” BREAKFAST DAILY. COOKIES, FRESH FRUIT, COFFEE, HOT CHOCOLATE AND CAPPUCINO ARE COMPLIMENTARY AND AVAILABLE 24 HOURS.

WHEN MAKING RESERVATIONS, PLEASE ASK FOR DEVRY AND KELLER SPECIAL COMMENCEMENT RATES.

*We are located approximately 3.5 miles from the Gwinnett Center.

*Children under 18 stay free in same room with parent or guardian.

*The rate does not include 13% sales tax, per room, per night.

*We are a smoke free hotel. There is a penalty for smoking in a non smoking room

Country Inn & Suites, 989 Duluth Hwy, Lawrenceville, GA 30043

www.countryinns.com/lawrencevillega 770-339-1991

JOSTENS

KELLER GRADUATE SCHOOL OF MANAGEMENT

February 2012 Graduation

Jostens is the exclusive vendor for your graduation academic attire, personalized announcements, etc.

Please contact Jostens to place your order which will be shipped to your home address.

Options for ordering:

Online: www.shop.jostens.com (see website for specific deadlines to order online). By Phone: 1.800.854.7464

You may go to www.shop.jostens.com to view all items and prices.

***The Deadline for ordering attire is
February 10, 2012***

IF YOU WANT TO MARCH AT THE CEREMONY, YOU MUST PURCHASE YOUR ACADEMIC ATTIRE (GOWN/HOOD/CAP/TASSEL) AND BRING IT WITH YOU THE DAY OF THE CEREMONY.

IF ITEMS ORDERED REQUIRE CORRECTIONS, PLEASE CALL THE JOSTENS 800# ENCLOSED WITH YOUR ORDER.

February 2012 GRADUATION

Photo Session HEAD SHOTS (optional)

Alpharetta Campus

Wednesday, February 22
4 – 6:30 pm, Commons

Decatur Campus

Thursday, February 23
2 – 7 pm, 4th floor Commons

Bring your own academic attire

\$20 per package, includes shipping/handling

NO CREDIT CARDS OR DEBIT CARDS

Package includes:

- **Two (2) 8 x 10 photos, eight (8) wallets and**
 - **Sixteen (16) half-wallets.**

QUESTIONS?

Photographer: Professor Linda Isabel lisabel0@comcast.net

Keller Career Services

Recent graduates of Keller Graduate School of Management are eligible for career services assistance.

In the Atlanta Metro Region, services include résumé review, specialized career advising, invitations to career fairs, educational workshops, and access to job leads.

Registration for Career Services

- **Recent Keller Graduates**

A survey from the national Keller Career Services team will be sent to you via e-mail during your Capstone course. If the survey has not been received, please call 1-866-686-9388 to begin the registration process.

[Hire DeVry](#) Job Database

This complimentary job site, exclusive to DeVry/Keller, provides a unique opportunity for DeVry Alumni and Keller students/Alumni to streamline their employment search. To gain access to HireDevry, one must first register for Career Services.

Career Tools and Resources: THE HUB / Career Insider by Vault / Plunkett Research

Looking for tips on developing your resume, writing a cover letter or preparing for an upcoming interview? The [Career Services](#) feature in THE HUB provides these tools along with a Resume Center, an Interview Center, Job Search Strategy articles and resources, and a Networking Center.

To research your industry and associated companies further, [Career Insider by Vault](#) and [Plunkett Research](#) are available for insight. To access the login pages, please go to <http://www.atl.devry.edu/kellercareerservicesresources.html>.

Specialized Advising

If you require personalized assistance, an appointment can be made with your advisor. To schedule a meeting, please register for our services and then contact the advisor.

Specialized Events

For dates on workshops, career events, and employer visits, please see the announcement section of the [Upcoming Events](#) page at <http://www.atl.devry.edu/upcomingevents.html>.

Local Campus Support

Career Resource Rooms are available to you as a place for accessing computers, emailing your resume, and researching company information. Be sure to check the office hours of each campus before you arrive.

In addition, your campus library is also a great source of information. For more information, go to the [Library](#) homepage at <http://www.atl.devry.edu/electronicdatabases.html>.

February 2012 GRADUATES

Metro GEORGIA

STUDENT LOAN EXIT COUNSELING SESSIONS

Exit Counseling for a student loan borrower is a Federal requirement. Your attendance at a session is not optional. Exit Counseling for Georgia students scheduled to graduate in February 2012 will be conducted during group sessions beginning the week of February 6, 2012. You will find the dates, times, and room numbers listed below.

Please RSVP for the session that best fits your schedule to Financial Literacy at ATLfinancialliteracy@devry.edu. Because Exit Counseling takes approximately on (1) hour, it is important for you to attend one of the scheduled sessions. Failure to attend Exit Counseling will prevent your completion of the Student Finance clearance process. **Please arrive on time, and be prepared to provide the names, addresses, and phone numbers of three (3) references. Don't be late! Arrival more than 10 minutes late will require that you reschedule for another session.**

Congratulations on your achievement!

LOCATION: ALPHARETTA	DATE	TIME	ROOM#
	Monday, February 6, 2012	5:30pm	TBA
	Wednesday, February 8, 2012	5:30pm	TBA
	Saturday, February 11, 2012	10:00am	TBA
	Monday, February 13, 2012	5:30pm	TBA
	Saturday, February 18, 2012	10:00am	TBA
LOCATION: DECATUR			
	Tuesday, February 7, 2012	1:00pm	TBA Gradfest
	Wednesday, February 8, 2012	6:00pm	TBA Gradfest
	Friday, February 10, 2012	3:00pm	TBA
	Saturday, February 11, 2012	10:00am	TBA
	Wednesday, February 15, 2012	5:30pm	TBA
	Saturday, October 15, 2012	10:00am	TBA
LOCATION: GWINNETT			
	Wednesday, February 15, 2012	5:30pm	TBA
LOCATION: COBB			
	Tuesday, February 7, 2012	5:00pm	TBA
LOCATION: HENRY			
	Thursday, February 16, 2012	5:30pm	TBA

Perkins Loan Recipients: If you have received a Perkins Loan, after June 1, you will receive an email after graduation advising you to go to <https://www.uasexit.com> to complete the Perkins Exit Counseling online.