

May 2024 Commencement Checklist

Task	Location	Deadline	✓
Purchase Academic Attire	NSU Bookstore or http://colleges.herffjones.com/college/Norfolk	Friday, April 5 (online) Friday, May 3 (in store)	
Pay \$50 Graduate Application Fee	Cashier's Office, Student Services Center, 2 nd floor, Room 209	At least 2 weeks before graduation	
Pay Commencement Fee	The Commencement Fee is waived at this time	N/A	
Direct Loans Exit Counseling Please Contact 757-823-8381	Financial Aid, Student Services Center, 2 nd Floor, Suite 209	At least 2 weeks before graduation	
Perkins Loans & VA State Loan Exit Counseling Please Contact 757-823-8381	Financial Aid, Student Services Center, 2 nd Floor, Suite 209	Contact Raymond Johnson 823-2647	
Confirm all tuition and fees have been paid	Cashier's Office, Student Services Center, 2 nd floor, Room 209	Must be done to receive degree & transcripts.	
Pay any outstanding parking tickets	University Police Department	Must be done to receive degree & transcripts.	
Pay any outstanding library fines	Lyman B. Brooks Library Circulation/Reserve Department, 1 st floor	Must be done to receive degree & transcripts.	
Attend the Senior Toast	Thursday, May 2 on Spartan Greens Contact the Office of Alumni Relations and Annual Giving for more details. 757-823-8135.	Thursday May 2 6:00pm	
Attend the Graduation Fair	March 26th and 27th Location: NSU Bookstore Contact the University Bookstore for more details. (757) 823-2037	Tuesday March 26th 11:00am - 2:00pm Wednesday March 27th 2:00pm - 5:00pm	
Attend Commencement Rehearsal & Pickup Rain Tickets	Joseph G. Echols Memorial Hall (campus) * Please bring your academic hood to the rehearsal and student identification card to the rehearsal	Friday, May 3 9 a.m.	
Commencement Day!	* Please bring your student identification card - 7:00 am Name Cards Distributed - 9:00 am The Commencement ceremony begins with academic processional	Saturday, May 4 7 a.m.	