

COMMUNITY COLLEGE OF DENVER

Title: Commencement Academic Regalia and Honors

Procedure #: SA - 4

Approved: March 2, 2015
July 13, 2015

References: None

Approved By: Dr. Everette J. Freeman, President

1. PURPOSE

The Commencement Ceremony is a dignified occasion celebrating academic achievement. To uphold the integrity and formality of the ceremony, the Community College of Denver (College) adheres to the following established guidelines as it relates to academic regalia.

2. APPLICABILITY

This procedure applies to all graduates participating in the Commencement Ceremony, staff and faculty advisors of College recognized student programs, clubs, and organizations, as well as faculty and staff participating in the Commencement Ceremony.

3. DEFINITIONS

- a. Cord – A token consisting of twisted cords with tassels on either end. Their wearing signifies academic achievement or membership in a recognized academic honor group or society.

- b. Graduation Stole – A decorative vestment worn by students who are members of a College organization(s) for the purpose of recognizing achievement. A stole takes the form of a cloth scarf-like garment worn over the shoulders adorned with the organization’s colors and/or insignia.
- c. Pin – Symbols of achievement and belonging in different organizations. In health sciences, the pin signifies the transition of graduates into their profession.

4. POLICY

- a. Cords and Stoles. In addition to traditional cap and gown regalia worn at Commencement, students who excel academically are entitled to wear honor cords and stoles reserved for Phi Theta Kappa (PTK) Honor Society and Psi Beta National Honor Society in Psychology. Multiple cords and/or stoles may be worn by graduates.

Red, White, and Blue cords may be worn by graduating military and veteran students to signify the College’s appreciation for their service and sacrifice.

- b. Pins. Health sciences graduates may wear their pins from The Pinning Ceremony to recognize their achievement and signify their entry into their profession.
- c. Medals. President’s Service Award and Distinguished Student Award recipients are presented with medals that recognize their outstanding contribution to the College and its community as well as their leadership and academic achievement. These

medals may be worn by graduates participating in the Commencement Ceremony.

- d. Members of College organizations not based on academic merit may request (see section 5 below) to wear graduation stoles, cords or pins through the procedure outlined below.

5. PROCEDURE

- a. Requests for approval to wear cords, stoles, or pins less than one (1) inch in diameter must be submitted by the student or service organization's advisor or leader to the College's Graduation Specialist by February 1. The request shall include the following:
 - Name of requester
 - Email contact
 - Organization or affiliation
 - Advisor/leader name
 - Type of item (Cord, Stole, or Pin)
 - Full description of item and proposed design
 - Significance of requested item as it relates to achievement
- b. The Graduation Specialist will present the request to the Commencement Planning Committee. Final approval shall be determined by Creative Services if proposed design incorporates CCD branding.
- c. Student or service organizations will be notified of the decision within ten (10) business days following the Commencement Planning Committee's meeting.

- d. Purchase and distribution of pins, cords, and stoles is the responsibility of the sponsoring honor society or College student organization.