

March 21, 2017

Dear NGTC Graduating Student:

Congratulations on your success! As you make graduation plans, remember that each graduate needs to attend GradFair on Tuesday, April 25, 2017. Commencement ceremonies will be held on Thursday, June 8, 2017, in Mount Airy and Friday, June 9, 2017, in Blairsville. In order for your commencement ceremony to flow smoothly, make sure you follow these steps:

- ✓ **Cap & Gown** – you took care of this when you applied for graduation and paid the fee
- ✓ **Attend GradFair** – This is a MANDATORY event for anyone planning to participate in a commencement ceremony. Obtain important graduation information and materials, pick up cap & gown, receive National Technical Honor Society stoles, complete surveys, order invitations, receive photography and class ring information, join the NGTC Alumni Association, and much more! NOTE: Honor tassels for graduates with a 3.5 GPA or better will be distributed at check-in on the day of the ceremony. GradFair is a drop-in event and will be held on all three NGTC Campuses on Tuesday, April 25, 2017, from 4:30 – 6:00 PM. (Clarkesville Location: Clegg Auditorium; Blairsville Location: Conference Center; Currahee Location: Conference Center)
- ✓ **Come to practice AND Take part in the ceremony!**
 - Mount Airy: Habersham 9th Grade Academy, 171 Raider Circle, Mt Airy, GA @ 4:00 PM
 - Thursday, June 8, 2017
 - Arrive at 4:00 PM
 - Commencement begins promptly at 6:00 PM
 - Seating for guests will begin at 5:00 PM
 - OR
 - Blairsville: First Baptist Church, 296 Blue Ridge Street, Blairsville, GA @ 9:00 AM
 - Friday, June 9, 2017
 - Arrive at 9:00 AM
 - Commencement begins promptly at 11:00 AM
 - Seating for guests will begin at 10:00 AM

Questions – IMPORTANT: Read the FAQs on the back side of your letter and then if you have any questions, please contact Fran Chastain at 706-754-7855 or fchas@northgatech.edu.

Sincerely,

Fran Chastain

Dr. Fran Chastain
Dean for Student Affairs

NGTC Graduation FAQs

When is the next Commencement Ceremony for NGTC graduating students?

6:00 PM on Thursday, June 08, 2017 at the Habersham 9th Grade Academy in Mt Airy, GA

11:00 AM on Friday, June 9, 2017 at First Baptist Church in Blairsville, GA

What time do graduating students need to arrive at their designated location?

Mt Airy: 4:00 PM

Blairsville: 9:00 AM

What do graduates need to wear at graduation?

Caps and Gowns are black (diploma) or blue (degree) and will go to just below the knee so everything below that point will be visible as you cross the stage. It is recommended that males wear dark colored pants with a dress shirt and dress shoes and females wear dark colored pants, skirt or dress with a dress shirt and low heeled shoes. Graduates will be going up and down stairs, so choice of shoes is very important, i.e. heels may be dangerous.

What is the GradFair?

Attending the GradFair is required for all graduating students who plan to participate in the Commencement Ceremony and it is held on each of the NGTC campuses. This is where the graduating student will confirm which commencement ceremony they plan to attend, pick up their Cap & Gown, reserve any needed handicap seating for guests, join the Alumni Association, and receive other information for graduates (pictures, invitations, rings, etc.). All NGTC information will be available at each campus GradFair.

Which GradFair do I need to attend?

Graduating students may attend the GradFair on the campus they chose when completing the Graduation Application. Event date and time at all campuses: Tuesday, April 25, 2017, from 4:30 PM to 6:00 PM.

Do guests need a ticket to attend the ceremony? No

Is handicap seating available?

Yes. Reservations for handicap seating can be made at the GradFairs. Seating will be designated but only one additional family member may sit with the person in this seating area in order to have enough handicap seating available.

What time will guests be allowed to begin seating?

Guests may begin seating one hour prior to the ceremony start time – No earlier due to practice.

Can people save seats for other guests?

Yes, BUT any empty seats will be considered available 15 minutes prior to the ceremony start time.

If the main event area seating is full, can guests stand inside or sit in aisles or on the stairs?

No one will be allowed to sit or stand in front of the doors, in the aisles, or on the stairs. This is a Fire Marshall regulation.

Is there a designated smoking area at the facility?

No smoking is permitted in the building or on the premises.

Will pictures or videos of the ceremony be available for graduates or friends and family members to purchase?

A photographer will be taking pictures of graduates as they shake the NGTC President's hand leaving the stage with their award letter. Information will be made available at the GradFairs and the ceremonies on how to purchase these pictures. Graduation portrait sessions may be available with area photographers.

When will graduates get their official diploma?

4 to 6 weeks following program completion and it will arrive by USPS mail.