

Dear Upcoming Graduate,

**Congratulations on your graduation from Western Technical College! As such, you are eligible to participate in our spring commencement ceremony.** This event will take place Saturday, April 19, at 2:00 p.m. at the La Crosse Center, 300 Harborview Plaza, La Crosse. The ceremony will be for all graduates from Fall 2024, Spring 2025, and Summer 2025, and typically lasts about two hours.

You are automatically eligible based on credits completed, so there is no need to apply for graduation or register to participate in the ceremony. For some students, you may be receiving this letter because you have completed a credential as part of an academic pathway. You are free to attend the ceremony, but may choose to wait until your entire program is completed.

Before the big day!

Western will be hosting a Graduation Fair event for all graduating students in April. The fair will be held on Monday, April 7 from 8:00 a.m.-4:00 p.m., Wednesday, April 9 from 3:00 p.m.-7:00 p.m., and Tuesday, April 15 from 8:00 a.m.-4:00 p.m. at the Lunda Center, 333 7<sup>th</sup> St. N., La Crosse. At this event, students will select their cap and gowns from a variety of sizes. Students at Regional Locations can request their cap and gowns at the campus' front office for delivery in April. The commencement packet includes your gown, cap and tassel, instructions, and six announcements. The apparel items are yours to keep!

If you require any special arrangements to participate in the ceremony, such as a ramp to get up on the stage, special seating, or any other requests, please contact Eric Jacobson at 608-785-9291 by April 15.

At the event!

**Parking for people with disabilities** may be found in the lower level of the parking ramp located directly across the street from the La Crosse Center on Second Street and in designated parking spaces located in neighboring parking lots. The La Crosse Center offers a passenger drop-off zone at the main entrance. Designated wheelchair and handicap accessible seating is located throughout the La Crosse Center on the concourse level of the arena.

**Graduates should report to the La Crosse Center by 1:00 p.m.** to line up in order by program. (Please do not bring purses or any valuables with you.) You will need to fill out a card with your name and hometown for the reader to announce as you walk across the stage.

**Commencement photographs** will be taken by professional photographers to record the moment you are awarded your diploma, and as you exit the stage. **You will be able to view proofs and purchase photos online.** There is no obligation to purchase. Families are encouraged to remain in their seats during the ceremony and limit picture taking to before or after the commencement ceremony. **Attendees will not be allowed on the arena floor during the ceremony.**

For more information on graduation requirements and procedures and ceremony FAQs, visit the website at [www.westerntc.edu/graduation](http://www.westerntc.edu/graduation). For questions about the ceremony, contact Eric Jacobson at [jacobson@westerntc.edu](mailto:jacobson@westerntc.edu) or 608-785-9291. You may also visit the Student Life Office, Kumm Center, Room 100.

Sincerely,  
Eric Jacobson  
Commencement Planning Committee Chair