

University of Nevada, Las Vegas

## **Memorandum of Support**

**To:** University of Nevada, Las Vegas (UNLV) Administration

**From:** Graduate and Professional Student Body Executive Board

**Subject:** Proposal for Integrated Graduation Costs and Payment Option through MyUNLV

**Date:** June 13, 2024

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## **Introduction**

The Graduate and Professional Student Association Executive Board at the University of Nevada, Las Vegas (UNLV) is writing to express our strong support for the implementation of an integrated graduation cost and payment option within the MyUNLV system. This proposal is based on the successful model used by the University of Massachusetts - Dartmouth (UMassD), which has proven to be beneficial for both students and the administration.

## **Proposal Details**

We propose that the MyUNLV system be updated to include an opt-in option for students applying for graduation to pay for commencement fees and to order their regalia directly through the platform. This system would allow students to indicate their intention to participate in the graduation ceremony, provide their measurements for gown sizing, and apply the associated costs to their semester's cost of attendance. The following points outline the benefits and logistics of this proposal:

### **1. Financial Integration for Students:**

- Integrating regalia costs into the semester's cost of attendance allows students to use their financial aid to cover these expenses. This adjustment would prevent students from having to allocate funds from their limited semester budget for caps and gowns, alleviating financial stress.
- For students not utilizing loans, this system could offer the flexibility of a payment plan, spreading the cost over a period of time rather than requiring a lump-sum payment.

### **2. Logistical Benefits for Administration:**

- This system provides the Graduation and Commencement Committee with early data on expected commencement attendance, facilitating better planning and resource allocation.
- It ensures that the correct regalia, including specific hoods for various programs, is ordered based on program enrollment information. This accuracy would reduce instances of students receiving incorrect items.

### **3. Inventory Management:**

- Early and accurate orders allow the bookstore and vendors like Herff Jones to maintain sufficient stock levels, minimizing the risk of running out of specific regalia items, as experienced in the Spring 2024 commencement.
- There would still be provisions for late applicants who decide to participate last minute, ensuring they can purchase their regalia through traditional means at the bookstore.

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**4. Policy on Changing Participation Intentions:**

- A clear policy can be established regarding refunds for students who opt out after paying the fees. This policy could include no refunds except under extenuating circumstances, similar to the UMassD policy during the COVID-19 pandemic.

**Conclusion**

Implementing this integrated system through MyUNLV would significantly benefit our graduate and professional students by easing financial burdens and ensuring a smoother, more efficient commencement process. It would also assist the administration in logistical planning and inventory management, creating a more seamless experience for all parties involved.

We urge the UNLV administration to consider this proposal and work towards its implementation. The Graduate and Professional Student Body Executive Board is ready to assist in any way necessary to facilitate this enhancement to our graduation process.

Thank you for your attention to this matter.

Sincerely,

  
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PRESIDENT MARIE

  
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TREASURER LOPEZ

  
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VICE PRESIDENT CARR

  
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SECRETARY KING

Graduate and Professional Student Body Executive Board  
University of Nevada, Las Vegas