

February 2020

Dear Senior:

As you begin to prepare for graduation, we would like to congratulate you on your accomplishments thus far.

We would like to remind you that, in accordance with the policy of the University, all financial accounts of candidates for graduation must be paid before commencement clearance can be given to the faculty. Without this clearance, you will not be allowed to pick up your cap and gown at the “Senior Salute” in April, participate in graduation exercises or receive your diploma. This will also prevent your transcripts from being released.

The Comprehensive Deposit that was paid as a freshman will be refunded as soon as we receive final charges from all university activities. This is usually in midsummer. This amount should not be deducted in clearing your account for graduation. You are welcome to donate your deposit to the Senior Class Gift. Information regarding donation of your deposit is included in your Senior Packet.

Please plan to have any outstanding balance on your account paid in full by April 22, 2020. If you are taking out a loan to cover this balance you need to apply now so the funds will be received by the deadline date. If you have any questions concerning your balance, please contact the Office of Business Affairs at extension 6554, or at billing@mountunion.edu. Thank you for your cooperation.

Sincerely yours,

A handwritten signature in cursive script that reads "Renee L. Young".

Renee' Young
Student Accounts Manager

cc: Parents