



Ben Leslie, D.Theol.

Provost & Executive Vice President

(704) 406-4239

[bleslie@gardner-webb.edu](mailto:bleslie@gardner-webb.edu)

January 3, 2019

Dear Candidate for Graduation,

**Congratulations on this exciting achievement!** We are looking forward to your participation in Gardner-Webb's Commencement activities scheduled for May 11, 2019. We are working hard to ensure that this will be a memorable time for you and your family.

Please visit the [Registrar Services](#) website for information concerning graduation. Additional important information is available from links in the left-hand column.

There will be no rehearsal prior to the ceremonies. Please know that attendance at commencement is not required. If you will not be in attendance, you are required to submit the following information to [graduation@gardner-webb.edu](mailto:graduation@gardner-webb.edu): Name, ID#, or SSN#, address, current phone number, the graduation ceremony you are requesting to be excused from (May, August, or December).

Please read the online instructions carefully. If you have questions concerning the ceremony or need special accommodations, please contact Registrar Services at (704) 406-4260.

Congratulations on your success at Gardner-Webb University. We look forward to seeing you in May.

Sincerely,

Ben Leslie  
Provost and Executive Vice President