



PRESTON UNIVERSITY
Reaching New Heights in Global Education

Preston University Sixteenth Annual International Graduation Ceremony

1. Preston University is pleased to announce its Sixteenth Annual International Graduation Ceremony, scheduled for Tuesday, May 6, 2008 at 1:00 p.m. The ceremony will be held at the Embassy Suites, Montgomery Alabama USA. This special event is open to all Preston University graduates and to students who will graduate during 2008. For those who graduate after May 6, 2008, their degree documents will be issued when all course work and degree requirements have been met.
2. The graduation and dinner fee for each graduate is US\$ 50. Family members and friends may participate in the buffet dinner and entertainment following the ceremony for a fee of US\$ 35. Please submit these fees when you reserve your place at the graduation.
3. A formal letter of invitation will be sent to the graduate upon request. Please submit your invitation request including your home address, passport number, and name as it appears on your passport by email, fax or letter to Dr. Gary Lane at: admissions@preston.edu, Fax: +1-307-634-3091 or Mail: Preston Group International, 1204 Airport Parkway, Cheyenne, WY 82001. The invitation letter may be used to support your request for a travel visa to the USA. **Requests for formal invitation letters should be made as soon as possible to enable timely application for US entry visas.**
4. Transportation and Lodging arrangements are the responsibility of the graduate. Special accommodation rates for the Preston University Graduation Ceremony have been arranged at the Embassy Suites, Montgomery Alabama. The Preston University lodging rates are:
Single Rate = US\$ 119.00 Double Rate = US\$ 119.00
Triple Rate = US\$ 129.00 Quad Rate = US\$ 139.00

These rates are available May 5, 6, and 7, 2008 and are guaranteed through April 17, 2008. The rates include a full breakfast each morning and a manager's reception each evening. Free complimentary shuttle service is available to and from the Montgomery Airport.

5. Use the link below on the Preston University website at www.Preston.edu to book directly with the Embassy Suites. If contacting the hotel directly please mention the Preston University graduation and the Preston Group ID (PRU) to receive the special lodging rate. For information concerning booking, alternative arrangements, special room availability and dining opportunities contact the hotel directly;

Embassy Suites
300 Tallapoosa Street

Montgomery, AL 36116

Tel: 334-269-5055

Fax: 334-269-1746

[Embassysuitesmontgomery.com](http://embassysuitesmontgomery.com)

<http://embassysuites.hilton.com/en/es/groups/personalized/MGMESES-PRU-20080505/index.jhtml>

6. Graduation regalia, including a cap, gown, and hood are provided for temporary use during the ceremony. Such loaned regalia must be returned following the event. For those who wish to purchase directly from Preston University and keep their graduation regalia the following costs apply: \$50.00 (Bachelors Degree); \$110.00 (Masters Degree); \$125.00 (Doctors Degree). Graduates may also purchase their regalia directly from the supplier, which provides several quality levels. You can review the offerings and order regalia online at www.Jostens.com


Use the following table to convert your height from centimeters to feet and inches.

| | | |
|----------------------------|----------------------------|----------------------------|
| 4 feet 0 inches=121.92 cm | 5 feet 0 inches=152.40 cm | 6 feet 0 inches=182.88 cm |
| 4 feet 1 inches=124.46 cm | 5 feet 1 inches=154.94 cm | 6 feet 1 inches=185.42 cm |
| 4 feet 2 inches=127.00 cm | 5 feet 2 inches=157.48 cm | 6 feet 2 inches=187.96 cm |
| 4 feet 3 inches=129.54 cm | 5 feet 3 inches=160.02 cm | 6 feet 3 inches=190.50 cm |
| 4 feet 4 inches=132.08 cm | 5 feet 4 inches=162.56 cm | 6 feet 4 inches=193.04 cm |
| 4 feet 5 inches=134.62 cm | 5 feet 5 inches=165.10 cm | 6 feet 5 inches=195.58 cm |
| 4 feet 6 inches=137.16 cm | 5 feet 6 inches=167.64 cm | 6 feet 6 inches=198.12 cm |
| 4 feet 7 inches=139.70 cm | 5 feet 7 inches=170.18 cm | 6 feet 7 inches=200.66 cm |
| 4 feet 8 inches=142.24 cm | 5 feet 8 inches=172.72 cm | 6 feet 8 inches=203.20 cm |
| 4 feet 9 inches=144.78 cm | 5 feet 9 inches=175.26 cm | 6 feet 9 inches=205.74 cm |
| 4 feet 10 inches=147.32 cm | 5 feet 10 inches=177.80 cm | 6 feet 10 inches=208.28 cm |
| 4 feet 11 inches=149.86 cm | 5 feet 11 inches=180.34 cm | 6 feet 11 inches=210.82 cm |

7. In order to receive the regalia in time for the ceremony, we must order the items at least two months in advance. We need to know the height of each graduate to obtain the correct gown length. Please send your intention to attend the ceremony and your height no later than **April 17, 2008** to Mrs. Kim Barnes admissions@preston.edu contact her directly at 307-634-1440 Fax: +1-307-634-3091 or Mail: Preston Group International, 1204 Airport Parkway, Cheyenne, WY 82001.

It will be a pleasure to meet you at the graduation.

With warm regards,


 Dr. Jerry P. Haensch
 Chancellor