

Commencement 2017

Instructions for Students

Commencement is scheduled for Saturday, May 6, at 2:00 p.m., in Lysaker Gymnasium in the UMC Sports Center. A reception honoring the graduates will be held before the Commencement ceremony from 11:00 a.m. to 1:00 p.m., in the Northern Lights Lounge in the Sargeant Student Center. All friends and family are invited to the reception and ceremony. There is no limit to the number of guests that each graduate may have. The Lysaker Gymnasium doors will open at approximately 1:00 p.m.

Dress Code:

Commencement is a formal ceremony that recognizes the academic achievements of our graduates. The traditional academic cap and gown are worn by graduates and faculty. The cap is to be worn with the top parallel to the floor. The tassel is worn over the right temple until the degrees are conferred.

All students participating in commencement are expected to dress in a manner that is in keeping with the occasion:

- Comfortable, business-casual clothing is required for students walking at commencement.
 - Men: slacks (no jeans or shorts) with a collared dress shirt with tie
 - Women: slacks (no jeans or shorts) with a blouse or a dress
- Candidates will march and stand a good part of the time; thus, low-heeled, comfortable dress shoes are recommended. DO NOT wear sneakers or beach sandals or flip-flops.
- Honor Cords (distributed by the Registrar's Office) denoting graduation with Distinction or High Distinction are the only adornments allowed. No other cords, sashes, scarves or medallions are allowed.
- No decorations or writing should appear on the cap or gown (such as, but not limited to, glitter, rhinestones, tape, paint, etc.). Any student who has added anything extra to their cap or gown will be asked to remove it or be expected to purchase a new cap and/or gown to wear for the ceremony.
- Since there are no secure areas to leave personal belongings (jackets, purses, bags, etc.), you should give these items to a friend or family member to hold for you until after the ceremony.

Anyone under the influence of alcohol or other drugs will be asked to leave and will not be allowed to participate in the commencement ceremony.

The Assembly Process

Degree candidates should report to the Eagle's Nest in the Sahlstrom Conference Center (in case of rain, report directly to the gym in the Wellness Center) no later than 1:00 p.m. on Saturday, May 6, where you will pick up your name card from one of the student marshals (those wearing maroon gowns). If you wish, you may write your phonetic spelling on this card. **Do not lose this card.** As you cross the stage during the ceremony, you will hand your name card to the name reader who will announce your name. Please do your part to assist the student marshals in forming the line of march. Degree candidates will line up (in random order) in the hallway between the Northern Lights Lounge (in front of the UMC Bookstore), Eagle's Nest, and Sahlstrom Conference Center. After you are lined up, please await the direction of the marshals to join the procession. Since time is limited and the procession must start moving by 1:53 p.m., it is important that you arrive on time. Individuals arriving late may be excluded from the processional and ceremony.

Instructions for Receiving Diploma

A student marshal will usher you to the stage to receive your diploma. Hand your name card (which you received from the student marshal before the ceremony) to the name reader at the top of the steps. After your name has been read, proceed across the stage to receive your diploma. No "selfies" are allowed to be taken on stage. After receiving the diploma, all candidates will return via the middle aisle to the same row in which they were originally seated (see diagram below). Please be seated.

ITEMS TO REMEMBER:

1. Degree candidates must remain standing until after the National Anthem.
2. Male degree candidates must remove caps for the National Anthem. Watch the platform guests to see when they remove and replace their caps.
3. All degree candidates will receive a name card from the student marshal before the ceremony which will be handed to the reader on stage when they go to receive their diploma. Do not walk across the stage until your name has been read.
4. For the recessional, follow the student marshal out the north door of the gym.

Please note the ceremony diagram below.....

CEREMONY DIAGRAM

To receive your diploma, approach the stage via the right, outside aisle and return to your seat via the middle aisle. Be seated after returning to your chair.

