

## Commencement Instructions For Candidates

**Commencement Date: Saturday, May 11, 2019**

**Time: 2:00 p.m.**

**Location: Lewy Lee Fieldhouse on the MSU Campus**

Commencement Participants:

1. Jacobson Studio of Mayville will take professional photographs of all graduates between 11:00 a.m. and 1:30 p.m. in the Wellness Center.
2. Order regalia from the MSU Bookstore at [msubookstore.com](http://msubookstore.com). Commencement attire is intended to reflect the dignity of the occasion. Please refrain from decorating caps or gowns or adorning in other ways. The tassel hangs to your right prior to receiving your degree. Once the degrees are conferred it is placed on your left. Men are reminded to remove your caps for the National Anthem and the Invocation.
3. Begin assembly in the Wellness Center Gymnasium at 12:30 p.m. Check in at the table to receive your name card and then proceed to your designated degree area. Line up will be by degree, then alphabetically by last name. Registrar Heather Hoyt and Records Staff will assist you in finding your proper place in the procession.
4. The procession will move promptly at 1:55 p.m. from the gymnasium through the halls to the Fieldhouse entrance.
5. a. *Order of procession: Presidential Party, Emeriti Faculty, Faculty, Part-time Faculty, and Candidates.*
5. Seating (graduates remain standing until instructed to sit by Dr. Van Horn):
  - a. First rows on the right side facing the platform for graduates;
  - b. First rows on the left side facing the platform for faculty/staff;
  - c. Five chairs on stage for platform guests.
6. When called forward to receive your diploma cover, rise one row at a time and proceed up the steps alphabetically by degree to hand your name card to Academic Records Staff at the podium. Pause to cross the stage until your name is read. Proceed to the Vice President for Academic Affairs to shake hands, then to the President to receive your diploma cover. Be sure to pause for your photo with the President.
7. Exit the platform by using the ramp and return to your seat. At the conclusion of the ceremony, the Presidential Party followed by the Faculty and Candidates will proceed down the center aisle and exit the Fieldhouse lobby. Proceed to the Luckasen Room where you and your guests will be hosted at a reception by the MSU Faculty and Officers of the Institution.
8. Mayville State University's 2019 commencement exercises will be broadcast via the internet. Details will be available at [mayvillestate.edu/commencement](http://mayvillestate.edu/commencement).