

# Ceremony Instructions

## Check – In

Arrive at the Harmon Park baseball field at 1PM to check in. Have your regalia on or with you so you can be dressed and ready to line up promptly at 1:40PM.

Upon check-in at Harmon Park, you will be given an index card with your line location/seat. Hold on to this card! We will have seating charts available at check-in so you can locate your seat. Once you've checked-in you are free to meet friends and family, take pictures, etc. The nearest restrooms are in the building near the middle of Harmon Park. **Please be in line by 1:40 pm.**

**Pronunciation** – If your name is challenging, ask us to direct you to the reader for your College when you check in so you can make sure your name is announced correctly.

**Tassels** – Tassels go on the right side. You will flip them to the left as a group during the ceremony.

## Masters Hoods

MS Counseling students –you will carry your hood in the procession and Kathy Biles will place the hood on you on stage when your diploma is awarded.

MAT students - since you will be finishing degree requirements in the summer, you will wear your hoods and not be hooded during the ceremony.

**Honor cords** (OSU only) - If you are eligible for honors, your honor cord will be given to you when you check in. It is worn around your neck. If you have any questions about your honors designation, please call Enrollment Services during regular business hours. We won't have enough information at the ceremonies to answer questions. Please note that honors were calculated through winter term grades and will be recalculated when final degree clearance is completed for posting on your official transcripts.

## Line-up

There are two lines: Red and Yellow. Use your check-in card to find your place in line. At 1:40 pm, we will read the line lists to make sure everyone is in order. Family and friends need to leave the area at this time and make their way to Drake Park.

At 2:00 pm sharp, the two lines of dignitaries will lead off across the footbridge, followed by faculty, then graduates. Once across the bridge, the dignitaries will stop on either side of the sidewalk and allow the faculty to proceed onward. Once the faculty passes the dignitaries, the faculty will stop on either side of the sidewalk and allow the graduates to proceed past to the seating area. Ushers will be on hand to guide you. The dignitaries will then proceed to the stage following the graduates and faculty will proceed to their seats following the dignitaries.

**Ladies – note that the bridge crossing the river from Harmon Park to Drake Park can be challenging in high heels, please be careful during the processional.**

## Awarding of Diplomas

Diplomas will be awarded in this order: OSU Masters, OSU Undergraduates, UO Undergraduates. When your school is called, you will stand. Follow usher instructions to proceed to the right hand side of the stage and form a line to the right of the seating area. *Please do not block the front of the stage.*

When your name is called, you will walk across the stage to Dr. Johnson (standing in front of the table of diplomas).

- **Masters in Counseling students** – hand your hood to Kathy Biles and she will place the hood over your head.
- All students – Dr. Johnson will present your diploma and shake hands.

You will then continue across the stage and be presented with a rose. Then exit the stage by the steps or ramp at the far left of the stage. The photographer will be set up to the left of the stage before you return to your seat. Ushers will be on hand to guide you.

## Recessional

At the end of the ceremony, the dignitaries will leave the stage down the center aisle. The graduates will follow starting with the front row. The faculty will follow the students. The line will move into the reception area, to your left as you exit the seating area. Please keep moving forward to the reception area so students behind you can exit the seating area.