Convocation Instructions:

The College of Human Environmental Sciences Commencement will be held at 5pm on Saturday, December 14, 2019 in Jesse Hall Auditorium. The commencement is formal, and the traditional caps and gowns must be worn by the candidates. Please read the following instructions carefully:

1. **Please start reporting at 4:15 pm to the 2nd floor of Jesse Hall wearing your cap and gown. Leave personal belongings with family and/or friends.**

2. Mortar boards should be worn parallel to the ground, flat on the head. All candidates will wear tassels on the back **right** side. Flowers and decorative jewelry should not be worn on the academic gown. You may decorate your cap.

3. You will receive a 3x5 card with your name on it as soon as you arrive. **Take this card with you to the ceremony.** You will line up by department/school. Look for your department sign.

4. To begin the procession, you will be led from the line-up area to the seating area. **You will be counted into your row; it may feel like there are not enough seats, but there are. Be respectful to those counting you into your row.**

5. Remain standing until all students have entered, the faculty has entered and been seated, and the music has stopped.

6. **During the ceremony, Ms. Shahan will ask you to stand and approach the stage. As a department, stand up and move to the side of the auditorium. Give your 3x5 card to the person who will be reading your name as you cross the stage. When your name is called proceed to Dean Rikoon, he will present your diploma cover and shake your hand. Next proceed to the Provost Ramchand who will congratulate you and so on down the line.**

7. Finally exit from the stage. Remain standing until all the students in your department/school have returned to their seats. The chairperson or director will then ask you to be seated.

8. **At the end of the ceremony, the faculty will exit, followed by the graduates. You will exit the same order that you come in. Please stand when faculty rises to leave. When leaving the auditorium go all the way to the atrium.**

    **Congratulations! We will be interested in knowing where you are and what you are doing in the next stages of your career. Please keep in touch!**