

Commencement Day ProceduresSaturday, May 14, 2022

9 a.m. College of Liberal Arts and Sciences • **12:30 p.m.** School of Business **4 p.m.** School of Communication, Media and the Arts & School of Education

- Dress and Decorum for this Occasion -

Commencement is a time for family, friends, faculty and staff to take pride in graduates' accomplishments and congratulate them on a job well done. The ceremony symbolizes the culmination of many years of hard work. Wearing the traditional academic gown and mortarboard is required for participation in Commencement. The appropriate attire to wear with a cap and gown is a dress, skirt or slacks and dark shoes. We ask your help in making the ceremony a pleasant experience for all by taking into consideration that adornments such as corsages, jewelry and purses detract from the formality of the ceremony. Also a reminder — campus policy prohibits air horns and alcohol at Commencement. To provide a safer environment for the public and to expedite entry into the Deborah F. Stanley Arena and Convocation Hall, University Police inspect all bags and purses. Please allow additional time for entry and please plan accordingly.

Masking is required for those not fully vaccinated and optional for those who are fully vaccinated and boosted. This is subject to change depending on evolving conditions and New York State health, safety and capacity guidelines. Visit <u>oswego.edu/oswego-forward</u> for more information.

Disabled persons: Graduates, family members or guests who anticipate needing special assistance should contact Accessibility Resource Services at (315) 312-3358 prior to **Friday, May 6.** Family members and guests who are disabled should report to the University Police officer directing traffic at the handicap accessible drop-off point on the west side of the Marano Campus Center for directions (see map on reverse side). Contact the usher at the door about special seating. *Persons needing special assistance should arrive at least 45 minutes prior to the ceremony.*

Before the Ceremony

 All candidates for graduation should report to the assembly area in the Marano Campus Center via the Penfield Library (west) entrance according to the following schedule. See map on reverse side.

Candidates for the morning ceremony will assemble at 8:15 a.m. and include the following: College of Liberal Arts and Sciences; Master of Science in Chemistry and Biomedical and Health Informatics; and Master of Arts in English, History and Human Computer Interaction.

Candidates for the mid-day ceremony will assemble at 11:45 a.m. and include the following: School of Business, including MBA graduates.

Candidates for the 4:00 p.m. ceremony will assemble at 3:15 p.m. and include the following: School of Communication, Media and the Arts; including Master of Arts in Art; Graphic Design and Strategic Communication; School of Education; all Master's/CAS graduates in the School of Education, including CPS students.

Students in the Division of Extended Learning should assemble with the school/college of their major.

NOTE: If your name is difficult to pronounce, help the reader by writing your name on the name card phonetically.

- 2. Line up behind the sign for your school. Baccalaureate Degree, Master's Degree and Certificate of Advanced Study candidates assemble in separate groups.
- 3. At **8:45 a.m.** (morning ceremony candidates), **12:15 p.m.** (mid-day ceremony candidates) or **3:45 p.m.** the processional will begin to move into the Convocation Center. When you enter the Deborah F. Stanley Arena and Convocation Hall, the ceremony has already begun. Please remain quiet and enter with a sense of dignity. Follow your marshal to your row. Move into the row and be seated.

During the Ceremony

- 4. Conferring of Degrees. Please rise and stand as a group when the candidates for your degree are instructed to do so; then take your seat as directed.
- 5. Receiving Recognition. When you are instructed to come to the platform, move out of your row, proceed to the ramp behind the platform, give your name card to the reader and proceed across the platform to receive congratulations from your Dean and the Officer in Charge. Upon leaving the platform, re-enter the row that you vacated.

Master's Degree candidates will have their hood bestowed upon them during the ceremony. You will receive instructions on the procedure to be followed when you report to the assembly area. Do not put your hood on unless you are in a Certificate of Advanced Study program and already have a Master's.

Mortarboards and programs are extremely dangerous when thrown. *Please help us make this a safe ceremony for everyone.*

6. The Recessional. Graduates are to remain seated while the platform party and faculty leave the Convocation Hall. Graduates will then rise and follow the faculty.

After the Ceremony

7. A reception for graduates and guests will be held immediately following each ceremony. All guests and graduates should proceed to the reception tent on the west side of the Marano Campus Center.

Please remember to bring your name card and all parts of your cap and gown to Commencement.

Information: For graduating students, there will be an information table inside the west (Penfield Library) entrance to the Marano Campus Center. For families and guests, information will be available at the welcome center on the second floor.

Photograph: The college requests that guests remain seated during the ceremony. *Professional photographers will be taking pictures of the graduates as they cross the stage.* Graduates will be emailed a link from the photography company to view their photos. Graduation pictures can be ordered online at geneseephoto.com.

Diplomas: Remember that all requirements as stipulated by the college catalog must be completed before diplomas are mailed.

