Commencement Instructions For Candidates

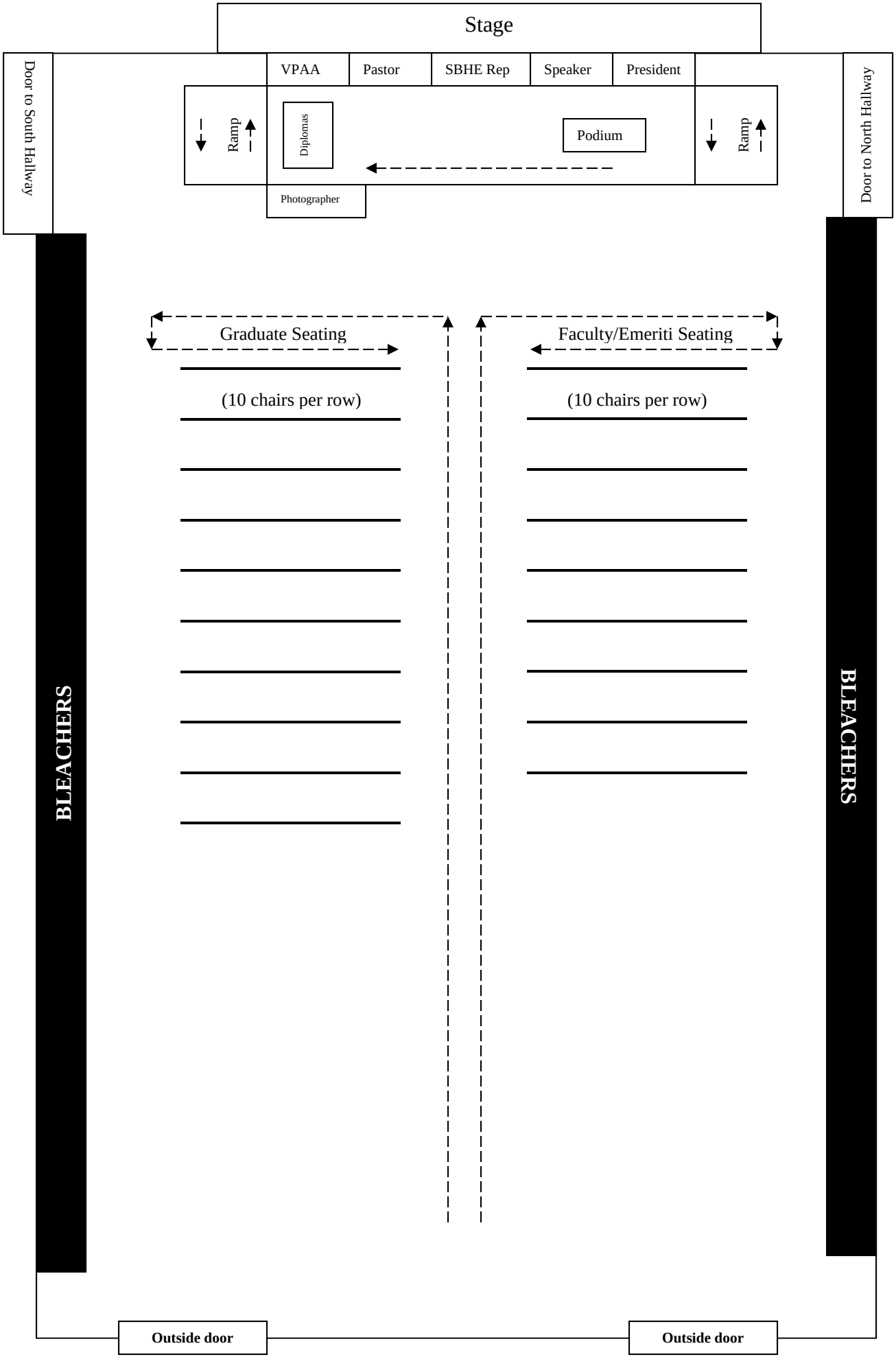
Commencement Date: Saturday, May 16, 2015

Time: 2:00 p.m.

Location: Lewy Lee Fieldhouse on the MSU Campus

For those planning to participate in Commencement:

1. Jacobson Studio of Mayville will take professional photographs of all graduates between 11:00 a.m. and 1:30 p.m. at Classroom Building 116 which is directly across from the south entrance of the Classroom Building Auditorium (C-120).
2. Assemble in the Classroom Building Auditorium (C-120) at 1:00 p.m. Registrar Pam Braaten and Mr. Robert Sylskar will assist you in finding your proper place in the procession.
3. The procession will move at 1:50 p.m. from the auditorium down through the Fieldhouse corridors and enter the auditorium through the inside front doors.
   a. *Order of procession: Presidential Party, Emeriti Faculty, Faculty, Part-time Faculty, and Candidates.*
4. Seating arrangements (remain standing until instructed to sit by Dr. Hagen):
   a. First rows on the left side for graduates;
   b. First rows on the right side for faculty/staff;
   c. Five chairs on stage.
5. When called forward to receive your diploma, you will rise one row at a time and proceed up the steps alphabetically by degree, hand the Vice President for Academic Affairs the card with your name on it, proceed to the President to receive your diploma, return to the main floor by using the second set of steps, and return to your seat. Candidates for degrees are asked to wear the tassels on the right front side, shift these to the left at the moment your diploma is awarded/
6. At the conclusion of the ceremony, the Presidential Party, followed by the Emeriti Faculty/Faculty and Candidates will proceed down the center aisle, through the Fieldhouse corridors to the Luckasen Room of the Campus Center.
7. The MSU Faculty and Officers of the Institution will host a reception for Candidates and their guests following the ceremony. The reception will be held in the Luckasen Room of the Campus Center.
8. Mayville State University's 2015 commencement exercises will be broadcast via the internet. Details will be available soon at mayvillestate.edu/commencement.


Stage
VPAA
Pastor
SBHE Rep
Speaker
President
Door to South Hallway
Door to North Hallway
Ramp
Diplomas
Podium
Ramp
Photographer
Graduate Seating
Faculty/Emeriti Seating
(10 chairs per row)
(10 chairs per row)
BLEACHERS
BLEACHERS
Outside door
Outside door