Ceremony Details for 2016

Saturday: April 30, 2016; 1:30pm:

- Bismarck Event Center; Main Arena; Bowen Avenue;
  - One block south of Main Avenue between Fifth Street South and Seventh Street South;
- Doors open: 11:00am. Main entrance; Door A1 on Bowen Ave;
- Student Attire: Black cap, gown, and tassel; appropriate hood for master and doctorate recipients;
  - Place tassel at right side of mortar board or tam;
  - This event’s attire is strictly academic. Do not add additional adornment.
- Student Lineup begins at 11:30am to 1:15pm;
  - Ceremony lasts approximately 2.5 hours.
- If any student needs physical assistance during this event, please contact graduation@umary.edu.
- IMPORTANT NOTE: The commencement ceremony is a public celebration of educational achievement for students, family, and friends. To officially graduate, all university, school, and departmental requirements must be fulfilled per university policy at which time the Registrar confers the degree.

Guidelines For All Graduates:

- Willise University Cap and Gown will be available in Linden Room for last minute graduation attire;
- Leave personal items with family or friends;
- Turn cell phones off or to silent;
- All graduates must pick up mandatory name card in the Linden Room;
- Students in the military will pick up a red/white/blue tassel in the Linden Room;
  - Cumulative GPA taken at end of 7th semester per university policy; 3.5000 to 4.0;
- Doctorate and master students must have an appropriate hood;
- Line up in the corridor in alphabetical order according to name of degree (i.e. MBA, DPT, BA, BS). University of Mary personnel will be available for assistance and yellow self-help signs will be posted.

Processional:

- Begins at 1:20pm sharp;
- A senior faculty member will lead the processional with the Mace;
- **ALL STUDENTS** must have a name card;
  - If you have lost it, get a new one from assisting personnel;
- Master students will wear the hood during the entire ceremony;
- Doctors will fold and carry hood over right arm to the stage;
  - University personnel in the corridor will assist;
- Marshals in gray gowns will escort the line-up to the seating area;
- Remain standing at your seat until after the Invocation;
  - Men: remove your cap/tam.

Line-up for Receiving Recognition on Stage:

- **Everyone must have a name card at this time.**
- Marshals in gray gowns will assist as students proceed to and from the stage in orderly fashion.
- *Lifetouch School Portraits* will snap a photo as students are hooded, shaking hands with Monsignor Shea, and/or leaving the stage.
- *Lifetouch* will contact each student who passed over the stage.
**Doctorates:** with hood draped over arm and with name card;

- Approach the podium and hand name card to Dr. Diane Fladeland;
- Proceed to your school representatives at center stage with hood on arm;
  - Turn toward audience. Hood will be placed onto the shoulders;
- Proceed to Monsignor Shea to receive the University of Mary plaque;
- Return to your seat and remain standing until entire row returns;
- Remain seated until end of ceremony in respect for fellow graduates and guests.

**Masters and Undergraduates:** with name card in hand

- Proceed to podium and hand name card to Dr. Diane Fladeland;
- Proceed to Monsignor Shea to receive the University of Mary plaque;
- Return to your seat and remain standing until entire row returns;
- Remain seated until end of ceremony in respect for fellow graduates and guests.

**Recessional:**

- During the Benediction, please stand. Men remove your cap/tam;
- A senior faculty member with the Mace will begin the recessional;
- All stage guests will follow;
- After the stage guests have passed the first row of students in the center aisle, marshals in gray gowns will escort the students in orderly fashion for dismissal.

Update: edited 06/11/2015