

Graduation begins at 7:00 p.m. SHARP!

However, **you need to be at Chap Center, in your regalia, no later than 6:15 p.m.**

Please park in the parking lot for **Door #4**, where you will enter and pick up a name card and be directed to line up by your degree or certificate in alphabetical order.

Each 'degree group' will be instructed by ushers when and where to walk during the ceremony.

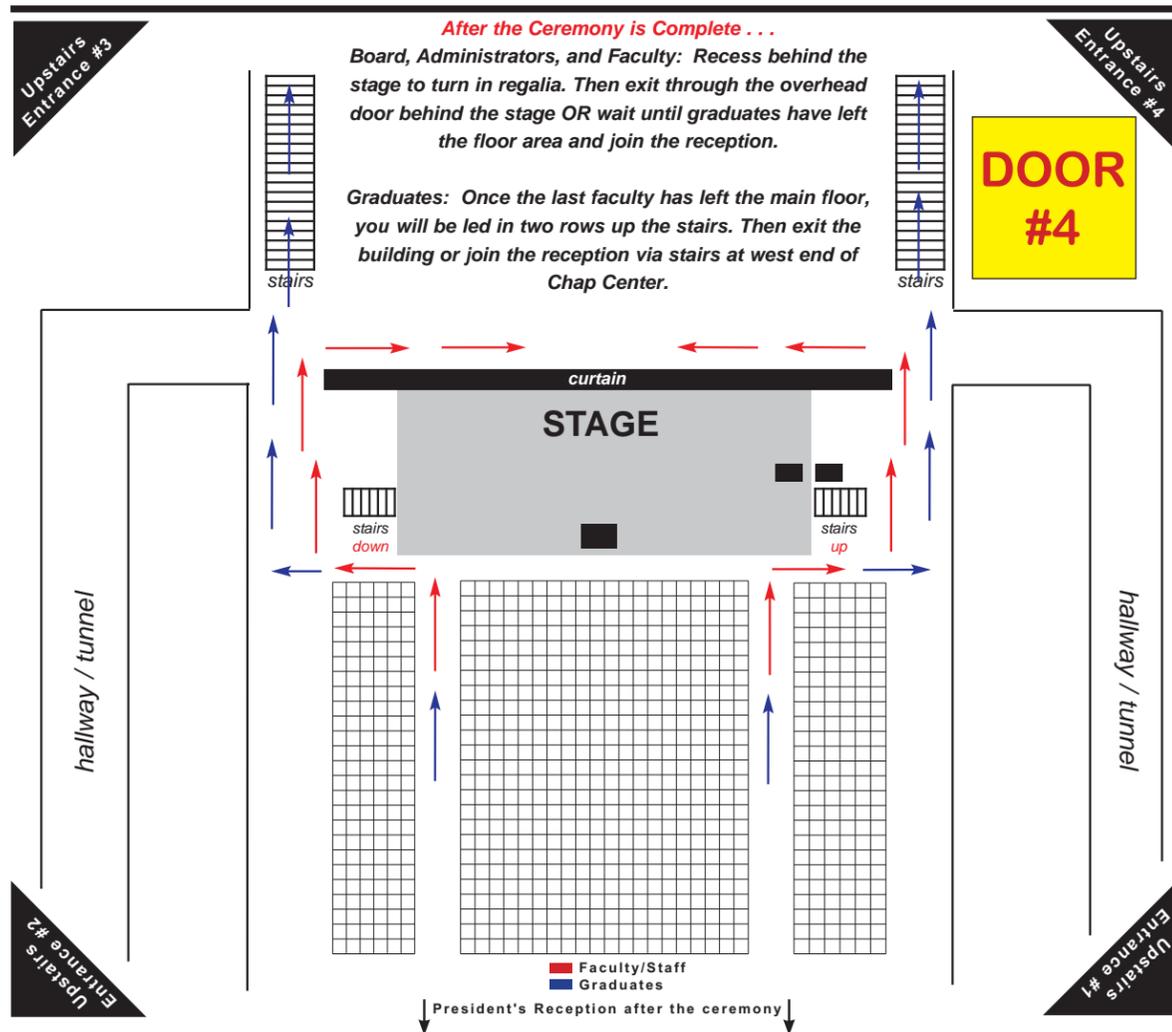
Simply follow the person in front of you. When filling the rows, **do not skip seats.**

REMAIN STANDING in front of your seat until after the prayer and national anthem.

At that time, the speaker will ask all to be seated.

After being seated, and after the speeches, each degree group will walk across the stage.

At the end of the ceremony, also REMAIN STANDING until: 1) **Administrators exit the stage and** 2) **the Faculty exit. You will then be led up the stairs, ONE ROW AT A TIME.**



Your Midland College

Guide to Graduation

at the Al G. Langford Chaparral Center

Class of 2017

Rehearsal
Thursday, May 11
5:00 p.m.

If you have any questions after reading this information, please contact
(432) 685-4707
graduation@midland.edu

Graduation
Friday, May 12
7:00 p.m.

Graduates need to arrive, IN REGALIA, no later than 6:15 p.m.



THE GRADUATION CEREMONY & ADVANCE PREPARATION

REGALIA PICK UP FOR STUDENTS

- **Regalia is available for pickup in the Registrar's Office: Tuesday, May 2 - Tuesday, May 9.** If you cannot pick up your regalia personally, please send a signed permission slip with the person you send in your place. **We will not release the regalia without written permission.** If you have not picked up your regalia by **May 9**, you may pick up your regalia after the rehearsal on Thursday, May 11.
- The Registrar's Office is located in **Room 206 in the Scharbauer Student Center** and is open from 8:00 a.m. – 5:00 p.m. Monday through Friday. On Tuesday, the office is open until 7:00 p.m.
- **Plan to try on your regalia** at the time of pick-up to ensure it fits correctly. Any problems will be addressed at that time.
- Plan to iron your gown so that you're ready for the ceremony.
- The gown has been purchased and is yours to keep. The following degrees/awards have additional pieces of regalia:
 - **Bachelor of Applied Technology** – hood
 - **Legacy Society** member – green cord
 - **Associate Degree** – green and gold cowl
 - **Phi Theta Kappa** member – gold stole (*purchased through PTK*)
 - **Veteran Students** – Red, White and Blue cord

Note: These are the only acceptable additions to the Midland College regalia, so please do not wear other items.

- If you need specific **disability accommodations** for the ceremony, please contact **Shep Grinnan** at (432) 685-4505 or via email at: sgrinnan@midland.edu, no later than **April 18**.

GRADUATION REHEARSAL

- Before rehearsal: If you intend to participate in the ceremony, in order to pronounce your name correctly at graduation, we need your help. If you would like to tell us how you want your name pronounced at graduation, please call (432) 685-4785 to leave a message with the correct pronunciation by Wednesday, May 10 before midnight.
- **Please attend the graduation rehearsal on Thursday, May 11, at 5:00 p.m.** in Chaparral Center. This typically takes about an hour.

BEFORE YOU COME TO THE CEREMONY

- Your gown will have been folded/wrinkled in shipment, so **please iron your gown** prior to the ceremony.
- In preparation for the event, **wear comfortable shoes** that allow you to stand for extended periods and use the stairs accessing the stage. Also, please wear appropriate shoes — you will be in front of a few thousand people. Ladies, please be careful if wearing heels.
- Remember to bring all parts of regalia, including: cap, gown, tassel, hood, cords, etc.
- The **tassel** on your cap should be on the **RIGHT** side before, and during, the ceremony. After MC President Dr. Steve Thomas actually confers the degrees, toward the end of the ceremony, the group will **THEN** be asked to move the tassel to the left side, signifying that you have graduated.
- You may want to **COME EARLY** to take advantage of one of the two **MC Photo Spots** to take pictures in your regalia with family and friends. These are at entrances #1 and #2. These will also be available afterwards.
- **You must be in your assigned degree line/tunnel by 6:30 p.m.** There are fans in the tunnels for cooling.
- When you cross the stage you will be shaking hands and receiving a diploma cover and, therefore, do not want to be carrying anything like a **purse or cell phone**. You may need to make other arrangements for these items, particularly if you do not have a pocket for your cell phone under your regalia.
- We will provide **programs** in your seats. You do not need to bring one in during the processional.
- **FLASH Photography** will be **photographing each graduate** during the commencement ceremony. Complimentary proofs will be sent to the graduates within one week of the ceremony. You are not required to purchase anything. If you have any questions, please contact them via their website at www.FLASHphotography.com.
- The graduation ceremony will be shown via live video stream on the MC website (www.midland.edu). You will also be able to access it on the MC website for several weeks after the ceremony.
- Please park in parking lot #4, and enter through Door #4 to get signed in and receive further instructions.

DURING THE CEREMONY

(Please review the map of the ceremony on the back cover.)

- The night of graduation, as you enter through Door #4 of the Chaparral Center, **you will be given a card with your name and degree listed. KEEP THIS CARD in your hand!** You must have it when you approach the stage. **DO NOT** set it in your chair. **Do not put in your pocket.** Do not write on it or bend it. You may see phonetics written on your card to assist administrators in pronunciation ... just disregard.
- Please **silence cell phones** during the ceremony.
- **Men, please remove your cap during the prayer and the singing of the national anthem.** Ladies may leave their caps on, since sometimes pinned to their hair.
- **Please do not chew gum.** It can make for awkward moments on the video that the cameras catch.
- **Be careful climbing and descending the stairs that access the stage.** Use the handrails, being careful that your gown sleeve does not get caught — going up or down. We will have someone to assist you at each stairway.
- Please **pay careful attention to the speaker** throughout the entire ceremony. Besides having some students stand for recognition at times, the President and Executive Vice President will give **verbal cues when to stand and sit.**
- After the preliminary recognitions are completed, graduation is a two-step process:
 - **All graduates** will walk across the stage (with their respective degree/certificate groups) as their names and degrees are read by Executive Vice President Dr. Richard Jolly.
 - **The President will then formally “confer” the degrees and certificates** upon the entire group. He will instruct you to move your tassel from your **RIGHT** to your **LEFT**, signifying you have graduated.
- **When you walk across the stage**, both the President and the MC Board of Trustees President will shake your hand and hand you your diploma cover. Please do not have your cell phone in your hand because both hands are needed to shake hands and receive the diploma cover. *Your actual diploma or certificate will not be in the cover. These are released after all work is completed (see next section).*
- **After you exit the stage**, you will walk down the side of the arena floor to a photo spot by **FLASH Photography**. They will very quickly take a picture prior to you returning to your seat.

AFTER THE CEREMONY

- **You, your family and friends are invited to the President's Reception after the ceremony.** The reception will be held on the Chap Center floor in the area behind where the graduates will be seated. You may also still take pictures at either of the **MC Photo Spots**, located at entrances #1 and #2, after the ceremony.
- It takes about three weeks to confirm final grades and graduation requirements. **Beginning June 5, you may pick up your diploma or certificate in the Registrar's office**, which is located in the Scharbauer Student Center and is open from 7:30 a.m. – 5:30 p.m. Monday thru Thursday (summer hours). On Tuesday, the office is open until 7:00 p.m. **You will need a photo ID**, and if sending someone else on your behalf, they will need written permission from you, as well as a photo ID.



Note: MC's graduation ceremony will be shown live via video-streaming at www.midland.edu