



# 2017 Commencement Guidebook

A complete guide for graduates and their families

## Information for Undergraduate Students

### General Commencement Information

### Commencement Program

### Ticket Waitlist

### Special Accommodations Requests

### Live Stream

## GRADUATE STUDENTS

### Schedule of Events

### Ceremony Information

### Seating Chart

## UNDERGRADUATE STUDENTS

### Schedule of Events

### Ceremony Information

### Seating Chart

## ALL STUDENTS

### Other Important Information for Graduates

### Local Hotels and Driving Directions

### Commencement Parking Map

### About RMU/Campus Contacts

### Download Commencement Guidebook

[CURRENT STUDENTS](#) > [COMMENCEMENT GUIDE](#) > [CEREMONY INFORMATION](#)

## Commencement Ceremony Information

*There will be no rehearsal for the commencement ceremony. Please read the following instructions carefully to fully understand the day's agenda.*

### Graduation Candidates

#### General Standards Regarding Academic Regalia

- The cap is worn straight, the shallower part in front.
- Degree candidates should wear their tassels over the right side of the cap, above the right eye. Tassels will be moved to the left side after candidates receive the graduation charge from the president.
- Men should remove caps during the national anthem.

#### Academic Apparel

If you ordered your cap and gown prior to the deadline, you should receive your apparel before commencement day.

To be comfortable, we suggest that you do not wear a jacket underneath your gown. Women are advised to leave purses with guests or at home.

Your academic apparel (cap, gown, tassel, and hood) is yours to keep after the ceremony.

#### Diploma Distribution

Approximately 4-6 weeks after the ceremony, all May 2017 degree recipients will receive their diplomas via U.S. mail.

### Guests

All guests – including young children – must have tickets for admission to the ceremony. All guests should go directly to Sewall Center Arena. Do not accompany your graduate to the assembly area before or after the ceremony. **Guests may not approach the stage to take photos or video while the ceremony is in progress.**

#### *For families with young children:*

Young children may become restless during the ceremony. An overflow area is located in the Pennsylvania Suite on the

#### Robing & Assembly

All graduating students must report to the upper level of Sewall Center between 8 and 8:30 a.m. on Saturday, May 6 for robing and assembly. Name cards and honors medallions can be picked up in the International Suite.

#### Name Cards

Bachelor's degree candidates must pick up their name cards in the assembly area. Your card designates your particular school of study and honors earned. Be sure to line up in the area designated by your card.

Your card will be handed to the announcer so your name may be pronounced accurately over the public address system. Please keep the card easily accessible for that purpose.

A faculty marshal will be present in each area to assist the candidates and lead them in the procession to their seating area.

### Faculty

Faculty should assemble in the second floor of Sewall Center, adjacent to the locker rooms. Please return your regalia for next years ceremonies.

third floor of Sewall Center. **Children in this area must be accompanied by an adult at all times.** The ceremony will be broadcast live in this room via closed-circuit TV, and tickets are not required for entry. Due to space limitations, strollers are not permitted in the arena.

An additional overflow area is located in Joe Walton Stadium Room 230.



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