

Ceremony Details for 2015

Saturday: May 2, 2015; 1:30pm:

- Bismarck Civic 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 masters and doctorates.
 - 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:

- School Traditions 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.
- (Undergraduate only) Honor students must pick up honor cords in the Linden Room:
 - Cumulative GPA taken at end of 7th semester per university policy; 3.5000 to 4.0.
- Doctoral and master students must have an appropriate hood. If one is needed, see School Traditions.
- Line up in the corridor around the arena in alphabetical order according to name of degree (i.e. MBA, DPT, BS, BA). University of Mary personnel will be available for assistance.
- Watch left and right sides of corridor for **Yellow** self-help signs, or ask assisting personnel.

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.
- Doctors and masters drape hood over right arm;
 - 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.

Doctors and Masters: with hood draped over right 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. Remain standing until entire row returns;
- Remain seated until end of ceremony in respect for fellow graduates and guests.

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. 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 and 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.

Doctoral Attire Return: Linden Room, west corridor.

- Inform the university staff of your name upon the return.
- Make arrangements for hood purchase with School Traditions or with University of Mary staff if you choose to keep the hood.

Update: 07/15/2014