Congratulations on your accomplishment! The Commencement Ceremony will be held Friday, May 15, 2015. The ceremony will be held in the Gymnasium with graduates gathering in the Fine Arts building.

**Schedule of Events**

6:00 p.m.  Arrive, check-in, and gather in the Fine Arts Auditorium for instruction
7:00 p.m.  Commencement Ceremony Begins

**Reception - immediately following ceremony**

Please plan to attend the reception for graduates, family and friends, as well as faculty and staff, immediately after the ceremony. Refreshments will be served.

**Guests**

Due to the large number of graduates, please limit your number of guests to 4.

Fire code dictates a specific number of people permitted in the gym at one time. We do not want to have to turn people away. Thank you for your cooperation.

If special accommodations are needed for your guests, please call Student Disability Services at 732-6260. Please note, there is no reserved seating in the gymnasium.

**General Information**

**Graduation Photography**

Audience members are requested to remain seated during the ceremony.

Students will have their photos taken as they graduate by a professional photographer from Gammell/Island Photography.

**Announcements & School Ring**

The CSI Bookstore has both available for purchase if you wish. Contact the Bookstore for more info.

**Ceremony Broadcast & DVD**

More information will be available soon on these options. Please watch your Eaglemail account for an update on the availability of a DVD and information about the televised broadcast of the ceremony.

**Parking**

Parking near the Gym fills fast. You may pull up the gym entrance to drop attendees. There will also be golf carts circling the lots to shuttle attendees.

**Diploma**

You will receive a diploma cover on stage. Once you have completed all requirements, you will be notified via email that your degree has been conferred. Once conferred, your diploma will be mailed to the address you provided on your graduation application. Please allow up to 2 months to receive your diploma.

If you are short of requirements, you will be notified via your Eaglemail account.
Forming Processional Lines – Fine Arts

- Form two lines. Have name card with you. Left line will be seated on the left in the gym, right line will be seated on the right in the gym.
- PTK members will be first in the right line.
- Students using special services* (interpreters, wheelchairs, crutches) will be first in left line.
  *Contact Student Disability Services at 732-6260 before May 13th.
- Graduating choir members will march behind special services students.

Marching Instructions

- Designated ushers will lead the processional.
- Allow an arms length between you and the person in front of you.
- Graduates march down the center aisle in pairs (side by side).
- The front rows are filled first.
- Remain standing through the invocation.

Honor March Recessional

- Faculty will line up down center aisle.
- Recessional order exiting the gym:
  - Administration
  - Graduates
  - Faculty
- First row of Graduates will follow usher to the center isle where they will merge into **one line** to march down the center aisle between the rows of Honor Faculty.

Marching Instructions

- Walk up the ramp and present your name card to the Master of Ceremonies.
- If your name is difficult to pronounce, please see Scott Scholes, Dean of Students, by May 13th to go over the correct pronunciation. His office is in the Student Union Building #238.
  **DO NOT START ACROSS THE STAGE UNTIL YOUR NAME HAS BEEN READ**
- After your name has been read, walk in FRONT of the podium to shake hands with the President.
- Take diploma cover with left hand and shake hands with your right hand. Official photographer will take another picture.
- Be seated as soon as you get to your seat.

Graduates seated to the RIGHT of center:

DO NOT BRING A HANDBAG or BACKPACK!
(There is no one to watch your personal items.) Please leave all personal items with your guests.

Graduates seated to the LEFT of center: