

Dear Graduates and Candidates for Graduation,

The 2016 Commencement Ceremony is almost upon us and we are excited to celebrate this momentous occasion with you, your family and friends. This year the celebrations begin with a Baccalaureate Service on Friday, May 20th at 8:00 p.m. in the Jewett Auditorium. This is a contemporary chapel service for graduates, families and friends, and is coordinated by the Office of Campus Ministries. The service includes music, student slides, an inspirational message and a light dessert reception at its conclusion.

Commencement exercises will be held Saturday, May 21<sup>st</sup> at 10:00 am in the Morrison Quadrangle followed by a reception for you, your family and friends in Finney Forest. There is no limit on the number of family and friends who may attend and tickets for admission are not required. Below is the schedule of events and instructions for you to follow the day of Commencement:

**Department Photos to be taken in the Amphitheatre** (*In Langroise if inclement weather occurs*):

<b>7:55 a.m.</b>	Education
<b>8:00 a.m.</b>	MAT
<b>8:05 a.m.</b>	M.Ed
<b>8:10 a.m.</b>	Chemistry
<b>8:15 a.m.</b>	Modern Foreign Languages
<b>8:20 a.m.</b>	Health & Human Performance
<b>8:25 a.m.</b>	Political Economy
<b>8:30 a.m.</b>	Mathematics & Physical Sciences (Includes Computer science and Physics)
<b>8:35 a.m.</b>	Business & Accounting
<b>8:40 a.m.</b>	Psychology
<b>8:45 a.m.</b>	Environmental Studies
<b>8:50 a.m.</b>	All Senior photo in Amphitheatre
<b>9:00 a.m.</b>	<b>Seniors line up in JAAC</b>

**Processional Line-up:**

9:00 a.m. Seniors report to the J.A. Albertson Activities Center in the gym for the processional line-up. Because you will be receiving your actual diploma as you walk across the stage, **lining up properly is important, so please be in the J.A. Albertson Activities Center on time.** Your names will be taped on the upper deck in alphabetical order. Please find your name on the floor and stand next to it. Marching and seating instructions will be given just before the processional begins. There is no rehearsal.

**Please remember you must be in regalia (caps and gowns) in order to participate.**

10:00 a.m. Processional Begins

**Description of Commencement Ceremony:**

- Processional - Graduates march in a slow procession to the seats in the space in front of Boone. Volunteers will be along the route to guide you to the right seats.
- Music and Speeches
- Next the Vice President of Academic Affairs, Dr. Ottenhoff, will ask you to stand for the conferring of your degrees, after which you will sit down again. You will then be asked to come forward and receive your diplomas
- Time to receive your diplomas. Your row will stand and walk to the steps where there will be a "WAIT HERE" line. When Vice President Ottenhoff calls your name (remember you need to stay in alphabetical order so diplomas correspond to the right person's name being called!!) you will walk in front of the table, receive your diploma from President Borst, the photographer will take your picture after you walk down the ramp – stop on the taped "X" for your photo. When you get to your seat, please sit down.
- Recessional – At the end of the ceremonies, you will march out following a banner carrier through a faculty honor guard. We ask that you continue the recessional until you reach Finney Forest at which point you may disperse.

**Weather:**

In case of inclement or threatening weather, a decision will be made before the baccalaureate ceremony to hold commencement inside the JA Albertson Activity Center rather than on the quadrangle. No seating limitation is anticipated for an indoor ceremony; tickets for admission will not be required.

**Dress Code:**

**Cap and gown are required to participate.** You should wear lightweight, comfortable clothing underneath your gown, keeping in mind this is a formal ceremony. Please make sure you steam or press the gown prior to the ceremony. The cap should be worn so that the Mortarboard is level. It should not be tilted to the back or side of the head. The crown should be approximately one inch above the eyebrow. The tassel starts on the right side and should remain there until President Borst gives instruction to move it to the left. Men should remove their caps during the playing of the National Anthem.

**Important Reminder:**

The Commencement ceremony is much the same at the College as it was under Dr. Boone. It is the most important event of the year for The College of Idaho because we get to honor you and your achievements at this traditional ceremony. Please take time to really enjoy it and live in the moment. You deserve it!!

Please do not hesitate to contact the Registrar's office at [registrar@collegeofidaho.edu](mailto:registrar@collegeofidaho.edu) or 208.459.5400 with any questions regarding the ceremony.