Commencement Ceremony Information

This tutorial will tell you everything you need to know about what to expect on your special day, including:

- Ceremony Location and Start time
- Ticket Information
- Regalia Information
- Proper Attire
- Check-in
- Processional Instructions
- Walking Across the Stage
- Photos, Video and Social Media
Location and Time

Where?
Commencement Ceremonies will be held at the Maxwell C. King Center for the Performing Arts on the Eastern Florida State College Melbourne Campus, 3865 North Wickham Road, Melbourne, FL 32935.

Arrive – Sign-in
Report to the Gymnasium, building 6, on the Melbourne Campus at least 1 hour and 15 minutes prior to your assigned ceremony.
Regalia

• Bachelor graduates will wear green caps and gowns. All other graduates will wear blue caps and gowns.
  • Purchase from the Bookstore prior to the ceremony
• All tassels are worn to the right.
• You may wear all the graduation regalia for which you are eligible.
  • Check with the organization sponsor to obtain apparel prior to ceremony.
• Cap styling is optional.
Guest Tickets

• To safely accommodate you and your guests, each candidate who RSVPs by the published deadline will receive guest tickets.

• Tickets are required for family and friends. Each guest, including infants and small children, must have a ticket to ensure compliance with safety protocols.

• Seating for all graduation ceremonies is on a first-come, first-served basis for those with tickets. Guests with tickets will be seated beginning one hour before the ceremony. Ceremonies will begin promptly at their designated start times.

• Candidates must pick up their guest tickets at any campus bookstore. Please refer to the website for dates and times.

• To pick up your tickets at the campus bookstore, you are required to present picture ID and the ticket voucher (ceremony letter or email)

• Guests who arrive late or do not have tickets will be directed to overflow areas. Comfortable seating and up close large-screen viewing for guests will be provided. Seating in overflow areas is on a first-come, first-served basis.
Dress Attire

You will be standing and walking for an extended period of time. For your comfort and safety we recommend you wear **comfortable, low heeled or flat shoes**. Business casual dress is appropriate.

There is no place to store purses or other personal items, so it is best to leave them at home or with family.
Check-In

Where?
Melbourne Campus Gymnasium, building 6. Follow the signs to check-in.

Why?
You will receive a calling card to hand to the roll-caller on stage. To ensure accuracy, verify your name and address listed. You will then be directed to line-up for the processional.
Processional Instructions

- You will be ushered from the gymnasium into the King Center.
- Bachelor candidates will enter first followed by remaining candidates.
- You will be directed where to enter and be seated, filling every available seat in your row.
- Stand for the *National Anthem*
  - Gentlemen, please remove your caps
  - Ladies may leave their caps on throughout the ceremony
Walking Across the Stage

• At the appropriate time, your row will be instructed to stand and walk to the staging area.

• Candidates for graduation will enter the left-side of the stage and hand their ceremony calling card to the roll-caller.

• As your name is called, you will walk across the stage. You will receive a diploma cover, shake hands with the College President and pause for a photo.

• You will exit stage-right to the Grad Images photo area.

• You will be directed back to your seat.
Photos, Video and Social Media

• Photos
  
  *Grad Images* will make photo proofs available to graduates via email within 72 hours of the ceremony

• Broadcast
  
  Watch the commencement ceremony live on WEFS-TV or streamed online from the link posted on [www.easternflorida.edu](http://www.easternflorida.edu)*

• Social Media
  
  Share your commencement photos via social media using #efscgrad*

*The commencement ceremony is photographed and filmed for broadcasting on social media, WEFS and [www.easternflorida.edu](http://www.easternflorida.edu). By participating in commencement activities, you authorize EFSC to photograph, record, and/or broadcast your name, image, voice, and/or likeness, and expressly grant EFSC the perpetual right to use your name, image, voice, and/or likeness without compensation for any purpose in any medium. If you request that such information be confidential, please contact the Office of the Registrar.
Recap

Arrive by
• 10:45 a.m. for the 12 p.m. ceremony
• 1:45 p.m. for the 3:00 p.m. ceremony

Check-in
• Melbourne Campus, Gymnasium, Building 6

Guests
• Tickets are required for family and friends. Each guest, including infants and small children, must have a ticket.
• Overflow areas will be provided with comfortable seating and up close large-screen viewing for guests without tickets. Seating in overflow areas is on a first-come, first-served basis.

Ceremony
• Follow Procession and Stage Instructions

Photos, Video & Social Media
• Photos will be taken by Grad Images
• Smile! You will be live on TV and via webcast.
What Happens Next?

- Degrees will be posted to the student’s transcript as quickly as possible once it is determined that all degree requirements have been met.

- Diplomas and certificates are mailed out 4-6 business weeks after the beginning of the next semester. Please be sure that your address is updated and correct.
Congratulations Graduates!