

Commencement Ceremony Information

updated May 2023



Life
is a
journey,
not a
destination.

Ralph Waldo Emerson

Commencement Ceremony Information

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

Info: Select Your Ceremony Time, Guest Tickets

Ceremony Location and Start time

Regalia Information

Proper Attire

Check-in

Processional Instructions

Walking Across the Stage

Photos, Video and Social Media



Select Your Ceremony, Claim Guest Tickets



- Candidates who submitted a graduation application by **posted deadline** are eligible to select a ceremony time and claim guest tickets on a first come, first serve basis.
- During the published designated dates, Candidates will receive a “Select Your Ceremony & Claim Your Guest Tickets” notification to their **student email address**.
- Candidates will log into the King Center Ticketing System, **using their student email address**, to select a ceremony time and claim guest tickets.

To avoid delivery delay of the electronic guest tickets, students are encouraged to create a King Center account using their student email address when selecting their ceremony time and claiming guest tickets.

Guest Tickets



Each candidate who submitted a graduation application by [posted deadline](#) are eligible to select a ceremony time and claim guest tickets.



Guest tickets are assigned a seat location at the time when candidates reserve their ceremony time. Seating is automatically assigned on best-available location at the time the candidate reserved their ceremony time.



Candidates will receive an email to their [student email account](#) with information on selecting their ceremony time and claiming their guest tickets by the date indicated in the email.



Guest tickets will be delivered digitally during the week of the commencement ceremonies to the student's [student email account](#).



Each candidate is responsible for distributing their guest tickets prior to commencement ceremonies. Candidates may forward the email containing the tickets directly to their guests.



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

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](https://www.efsc.edu/campus-map/3865-North-Wickham-Road-Melbourne-FL-32935).

Arrive – Check-in



Report to the **King Center Rotunda, building 9**, on the **Melbourne Campus** at least **1 ½ hours prior** to, but **no later than 45 minutes** before your ceremony time to ensure your place in the processional line.



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.
- 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.



Dress Attire



Business casual dress is appropriate. For your comfort and safety, we recommend you wear shoes that are **comfortable, supportive and suitable for standing, walking and climbing steps**. You may be standing for long periods.



The King Center has an updated bag policy and no large bags are allowed in the venue for graduates or their guests. Any bag or container not meeting the approved options will have to be returned to the vehicle.



Approved bag options are as follows:

- A non-clear wristlet/wallet/clutch 4.5"x8.5"x2" or smaller
- Clear bag up to 12"x6"x12"
- Clear one gallon plastic resealable storage bag



Check-in: Location and Time

Where?

Melbourne Campus, King Center Rotunda, building 9. Follow the signs to check-in.

Why?

To pick up your calling card to hand to the roll-caller on stage. To ensure accuracy, verify your name and address listed.

To prepare to line up for the commencement processional. You will be directed by College staff to the bleachers to sit comfortably prior to lining up for the processional.

IMPORTANT REMINDERS

Arrival Time

Please arrive at least **1-1/2 hours prior to and NO LATER THAN 45 minutes** to ensure your place in the processional line. Plan accordingly so you do not miss any part of your special day.

Children

Childcare is **not provided** and guests are asked to keep a close watch on children. **Children may not accompany graduates in either the check-in area or during the ceremony.** Infants and small children will need a guest ticket.

Valuables

Candidates should make arrangements to leave personal and valuable items with family or friends. There is no secure area to store your belongings.

Processional Instructions

- Candidates will be ushered from the Rotunda in building 9 into the King Center.
- Bachelor candidates will enter first followed by remaining candidates.
- Candidates will be directed where to enter and be seated, filling every available seat in the 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 toward the left-side of the stage.

Candidates for graduation will walk up the stage stairs 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 and pause for a photo.

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

You will be directed back to your seat by an usher.



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*

- **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. 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

Select Your Ceremony Time & Guest Tickets

- Use your **student email address** to select your time and claim your guest tickets via the King Center Ticketing System.

Arrive

- **9:30 a.m.** for the **11 a.m.** ceremony, but **no later than 10:15 am.**
- **12:30 p.m.** for the **2:00 p.m.** ceremony, but **no later than 1:15 pm.**

Check-in

- Melbourne Campus, King Center Rotunda, Building 9

Guests

- Tickets **are required** for family and friends. Each guest, including infants and small children, must have a ticket.

Children

- Childcare is **not provided**, and guests are asked to keep a close watch on children. **Children may not accompany graduates in either the check-in area or during the ceremony.** Infants and small children will need a guest ticket.

Valuables

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

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. Check your [myEFSC](#) Portal for updates.

However, if a student has any missing grades or other requirements, the degree will not be posted until all requirements are met.

Once final grades are posted, all outstanding transcripts received, transfer work evaluated, and degree requirements have been met, degrees are posted.

- Diplomas and certificates are **mailed 6-8 business weeks** after the beginning of the next semester. Please be sure that your address is updated and correct.
- Diplomas and final transcripts **will not be released** to students having any outstanding requirements or financial obligations to the College.



Continue to check your EFSC student email and the graduation website for updated information



Congratulations Graduates!