COMMENCEMENT EVENTS – Spring 2017

Hamilton Field House

- **Friday May 5, 2017**
  - 3:00 p.m. - College of Education & Professional Studies (all undergraduates EXCEPT for Psychology majors)
  - 7:00 p.m. - Jackson College of Graduate Studies (including undergraduate Psychology majors)

- **Saturday May 6, 2017**
  - 10:00 a.m. - College of Business and College of Fine Arts & Design (associates and undergraduates only)
  - 2:00 p.m. - College of Mathematics & Science and College of Liberal Arts (undergraduates only)

Required Regalia – Navy Blue Regalia (Bachelor’s candidates)
Gray Regalia (Associate’s candidates)

- Caps and gowns can be picked up beginning March 22nd and 23rd at Graduation Central in the Barnes & Noble Bookstore, NUC 210.

- The prices for graduation regalia are as follows:
  - Bachelor’s & Associate’s – Cap, gown, and tassel – $50
  - Honor Cords- $14 (A list of students graduating with honors will be available in the Bookstore)
  - University Stoles - $25 (optional)

- Information regarding announcements and class rings can be obtained through Barnes and Noble Bookstore, NUC 210.

GENERAL INSTRUCTIONS

**Special Note:** Students that have been cleared for graduation will be able to download four tickets for their guests. Tickets will be available to download starting March 22nd.

[Click here to register your ticket account.](#) A student will be considered “ineligible” if they have not been cleared for graduation by Graduation Services. Students will also receive this message before tickets are available.

Due to the large number of graduates and limited seating in Hamilton Field House, we require tickets for all guests at commencement. Ushers will scan tickets at the Hamilton Field House outer doors. Seating may not be reserved, and even with a ticket seating is not guaranteed. Early arrival of your guests is suggested. Please inform them accordingly.

If you do not need all of your tickets-
Students will be instructed on how to return tickets they do not intend to use on our ticket website. Please only download the number of tickets you need. The redistribution or exchange of tickets for monetary purposes is prohibited.

Guests without tickets-
Information about additional seating and other on-campus sites for viewing will be announced at a later date.

If you need extra tickets-
Due to the high number of graduates at each ceremony, students should ask fellow classmates and friends for their tickets that aren’t being used. Tickets can be transferred within each ceremony. Instructions on how to transfer tickets will be explained when downloading tickets. Extra tickets are not guaranteed.

*There will be no rehearsal for the Spring 2017 Commencement Ceremony.*

Please review the following instructions and inform your guests:

1. Each graduating student will meet south of Old North (between Old North and Evans Hall) one hour before their scheduled ceremony. The traditional march by the Old North Tower will begin promptly 30 minutes prior to the actual commencement exercise. UCO has a tradition of touching the top of the bell in Plunkett Park in remembrance of students that have gone before them, as well as their time at UCO. Students will then be led to the north side of Hamilton Field House, where they will be organized and given instructions by representatives of their college. If you believe you will have difficulty completing the Old North march due to a physical condition, please contact Graduation Services at 974-2727, no later than May 3rd for special arrangements. In the event of inclement weather all students will report directly to Hamilton Field House. If you need special seating due to injury, illness or disability, please contact Dr. Lori Beasley at 974-2535 or lbeasley@uco.edu.
2. Attire and conduct: All degree candidates must wear the appropriate navy blue or gray academic regalia to participate in commencement. The cap and gown are formal attire and should be worn as such. Graduates will not be allowed to carry items (purses, computers, video cameras, notebooks) in the processional. Please locate a safe secure spot so these items do not interfere with pictures and receiving the diploma on stage. The cap should be worn straight on the head, tassel to the right-front for undergraduates. Caps should be worn at all times except during the National Anthem, when men should remove their caps.

**Tassel colors are as follows:**
- College of Fine Arts & Design - Chocolate Brown, (Pink - Music majors only)
- College of Education & Professional Studies - Light Blue
- College of Business Administration – Drab (Light Brown)
- College of Liberal Arts - Kelly Green
- College of Mathematics & Science – Gold
- Associate – Gray

**Honor Cord colors are as follows:**
- Summa Cum Laude - Gold
- Magna Cum Laude - Silver
- Cum Laude - White

3. Degree candidates will file into Hamilton Field House as directed by their college representatives and ushers, and will remain standing at their seats until directed to be seated. *As soon as the degrees are conferred by President Betz, undergraduates should change their tassels from the right-front to the left-front of their caps.*

4. Degree candidates will then be instructed by ushers to the stage platform to receive their diploma covers.

5. **Inclement Weather Instructions:** In case of inclement weather, candidates for graduation will report to the northwest corner of Hamilton Field House no later than 30 minutes prior to their ceremony, and proceed as instructed by the college representatives.

**SPECIAL NOTES FOR GRADUATES AND THEIR GUESTS**

- Do **NOT** bring balloons, floral bouquets, or confetti to Old North or into Hamilton Field House.

- Special parking for the elderly and people with disabilities is available on the west side of Hamilton Field House if a handicap decal or license plate is displayed. **This parking is limited;** elderly and guests with disabilities may be dropped off at the west entrance to Hamilton Field House (see map provided). These guests should enter through the west doors to be directed by an usher to the available special seating.

- All other guests should enter Hamilton Field House through the south doors. All persons and bags are subject to search.

- **TV monitors and extra seating will be available in the lobby.**

- Guests who are Deaf/Hard of hearing should contact an usher upon arrival. Special seating and interpretation will be available.

- A printed commencement program will be available for each graduate at his or her designated seat on the Hamilton Field House floor.

- Guests should **NOT** come onto the Hamilton Field House floor to take photos during the commencement ceremony. Professional photographers will take photos of each graduate which will be available for purchase. President Betz will be available by the stage after each ceremony for pictures.

- As a courtesy in maintaining the dignity of this formal ceremony, guests and graduates should remain in Hamilton Field House until commencement is formally concluded with the Recessional.

- At the conclusion of commencement, all graduates will be led from the Hamilton Field House floor as part of the Recessional. It is important that all graduates immediately exit Hamilton Field House. Guests should meet graduates outside, **NOT** inside Hamilton Field House.

For questions please contact Graduation Services at Graduation@uco.edu or visit our webpage http://www.uco.edu/central/graduation/