

STATE UNIVERSITY OF NEW YORK AT OSWEGO
COMMENCEMENT DAY PROCEDURES
SATURDAY, DECEMBER 16, 2017

College of Liberal Arts and Sciences ■ School of Business
School of Communication, Media and the Arts ■ School of Education

DRESS AND DECORUM FOR THIS OCCASION

Commencement is a time for family, friends, faculty, and staff to take pride in graduates' accomplishments and congratulate them on a job well done. The ceremony symbolizes the culmination of many years of hard work. Wearing the traditional academic gown and mortar board is required for participation in Commencement. The appropriate attire to wear with a cap and gown is a dress, skirt or slacks, and dark shoes. We ask your help in making the ceremony a pleasant experience for all by taking into consideration that adornments such as corsages, jewelry and purses detract from the formality of the ceremony. Also a reminder — campus policy prohibits alcohol at Commencement.

***Please remember to bring your name card
and all parts of your cap and gown to Commencement.***

Disabled persons: Graduates, family members or guests who anticipate needing special assistance should contact Disability Services at (315)312-3358 prior to **Friday, December 8th**. Family members and guests who are disabled should report to the University Police officer directing traffic at the handicap accessible drop-off point on the west side of the Marano Campus Center for directions (see map on reverse side). Contact the usher at the door about special seating. *Persons needing special assistance should arrive at least 45 minutes prior to the ceremony.*

BEFORE THE CEREMONY

1. All candidates for graduation should **report to the assembly area** at the Marano Campus Center Food Activity Center to line up at **9:15 a.m.** The actual ceremony begins at 10:00 a.m.
2. At **9:45 a.m.** the processional will begin to move into the Convocation Center. When you enter the ceremony has already begun. Please remain quiet and enter with a sense of dignity! Follow your marshal to your row. *Move into the row and be seated.*

DURING THE CEREMONY

3. **Conferring of Degrees.** When the candidates for your degree are instructed to rise, stand as a group and remain standing until your degree has been conferred; then take your seat as directed.
4. **Receiving Recognition.** When you are instructed to come to the platform, move out of your row, proceed to the ramp behind the platform, give your name card to the reader, and proceed across the platform to receive congratulations from your Dean and the President. Upon leaving the platform, re-enter the row that you vacated.

NOTE: If your name is difficult to pronounce, help the reader by writing your name on the card phonetically.

Master's Degree candidates will have their hood bestowed upon them during the ceremony. You will receive instructions on the procedure to be followed when you report to the assembly area.

Mortar boards and programs are extremely dangerous when thrown. *Please help us make this a safe ceremony for everyone.*

5. **The Recessional.** Graduates are to remain seated while the platform party and faculty leave the Convocation Center. Graduates will then rise and follow the faculty.

AFTER THE CEREMONY

6. **Reception.** A reception for graduates and guests will be held immediately following the ceremony in the Marano Campus Center.

INFORMATION

For graduating students, there will be an information table inside the west (Penfield Library) entrance to the Marano Campus Center. For families and guests, information will be available at the welcome center on the second floor.

PHOTOGRAPHS

The college requests that guests remain seated during the ceremony. *Professional photographers will be taking pictures of the graduates as they cross the stage.* Graduates will be emailed a link from the photography company to view their photos. Graduation pictures can be ordered online at www.geneseephoto.com.

DIPLOMAS

Remember that all requirements as stipulated by the college catalog must be completed before diplomas are mailed.

State University of New York at Oswego

December 2017 Commencement Traffic Information

**HANDICAP
ACCESSIBLE DROP-OFF**



Persons with disabilities, seeking accommodations to attend this event, please see information on reverse side.

WHERE CAN I PARK?

Lot numbers:
E-1, E-17, R-17, E-18, R-9,
E-10, E-29 and C-8 are most
convenient to the Marano
Campus Center

For the convenience of your
guests, this map is downloadable
in PDF format at:

[www.oswego.edu/parking/
campus-parking-maps](http://www.oswego.edu/parking/campus-parking-maps)

to City of
Oswego and
points east

**GUEST ENTRANCE &
INFORMATION**

**SIDEWALK TO
MARANO CAMPUS CENTER**

GRADUATE ENTRANCE

to City of Rochester
and points west

