



UtahStateUniversity  
Eastern

**CONGRATULATIONS 2024 GRADUATES  
PLEASE READ THE FOLLOWING INFORMATION CAREFULLY:**

1. Graduates need to be in the lobby of the Geary Events Center by **9:15 a.m.** on Saturday, April 27th –**PLEASE DO NOT BE LATE.**

Only graduates are allowed in the Geary Event Center for the graduate lineup. Please do not bring family or friends to this area.

Have your Cap, Gown, and Tassel on. Gowns should be zipped up; tassels go on the **RIGHT SIDE of the cap.**

You will fill out a name card that you will take with you to the BDAC to have your name read on stage.

2. When marching in the processional, keep lines on both sides straight. The left side will go into the left door; the right side will go into the right door.  
**\*Note that the door you entered into the BDAC main room is the one you will leave out of.**
3. Students will walk in two lines to the corner of the Center Field. USU President Elizabeth Cantwell, Senior Associate Vice President Doug Miller, USU Trustees, USHE members, USU Administrators, and Faculty will march between the two lines and lead the procession to the BDAC. Students will then march behind the faculty toward the building. When the procession reaches the BDAC entrance, President Cantwell, Senior Associate Vice President Doug Miller, and the rest of the dignitary procession will stop; the students will march through the two lines through the doors and enter the building **FIRST**. Start with the first row and fill in all empty seats before starting the next row. Academic Advisors Liz Prettyman and Tilar Cisneros will each lead one student line and assist with filling in the rows.

Please remain standing until everyone is on the stage. When the President Cantwell and Senior Associate Vice President Doug Miller sit, you may sit.

4. The ceremony will then follow the written program. You will each have a program on your seat.
5. Presentation of Graduates: Students who have earned more than one degree or certificate will be recognized for each individual award in the program. You will only receive one diploma cover on stage. Please come by the Senior Associate Vice President's office (RV 183) for additional diploma covers for each award the week after commencement.
6. President Cantwell will ask all graduates to stand to confer degrees.

The graduates will be asked to rise and be led to the side of the stage one row at a time. The next row will rise when the row in front is almost back to their seats.

**\*Please follow the cues of the Marshall, Brad Watson.**

7. When you reach the top of the ramp on the right side of the stage, please hand your name card to Director of Students Kevin Hurst. He will announce your name as you cross the stage. Once your name has been read, walk slowly across the stage.
8. You will take your diploma cover from President Cantwell with your left hand, shake hands with your right, and pose for a picture with her. After you receive your diploma cover and shake other dignitary hands, exit the stage and go down the ramp.  
**Please do not linger on the stage.**

A professional photographer will be at the bottom of the ramp on your left to take your picture in front of the USU backdrop. Please keep this as brief as possible to prevent bottlenecks on stage.

**NO FAMILY OR FRIENDS ARE ALLOWED TO APPROACH THE STAGE OR PHOTO AREA TO TAKE PHOTOS.**

After the picture is taken, quickly return to your seat and sit down. Do not wait for everyone in your row to return. Sit down promptly to allow those seated behind you to see the ceremony.

**All photos taken by University photographers on stage and to the side of the stage will be available for free download on our website soon after the ceremony.**

9. **Marching out:** You will leave the room through the same door you entered the room. The stage party, then faculty sitting behind graduates on the floor, will leave the room first, then graduates by row.

The leaders for the exit on each row will be the ones who entered last on that row.

Please watch for cues from the Academic Advisors and Marshall that lead the graduate lines into the room and directed seating. You will then exit the BDAC by going straight down the hallway to the exit leading straight out onto the Center Field (the large field behind the CIB).

**ALL FAMILY AND FRIENDS IN ATTENDANCE IN THE AUDIENCE SHOULD WAIT UNTIL ALL GRADUATES AND THOSE ON THE STAGE HAVE LEFT THE ROOM TO LEAVE THEIR SEATS.**

Your guests will meet you outside at the Center Field.

10. Once the commencement ceremony has concluded, all graduates, family, friends, and other guests are invited to the JLSC Multipurpose room for a reception where refreshments will be served and to pick up a graduate gift. One gift per graduate. Photo Box photos will also be available for printing and pick up.
11. If you have a disabled guest attending who cannot sit on the bleachers, please contact the Senior Associate Vice President's office at 435-613-5306 in Reeves 183 to make accommodations for reserved seating.

Please note that reserved seating is limited; only one family member may sit with a accommodated guest in the reserved seating area.

ADA PARKING will be reserved in the parking lot north and east of the Reeves Building. Access is granted by guest name, handicap placard, and disabled license plate on the vehicle.