

## Diploma Marshal SE

- I. **Pre-procession (10:00 a.m.):** Pick up your credentials at the credential booth (next to the ticket booth in front of the stadium.) Proceed to the stage. Assist in taking the diploma covers out of the boxes and arranging them for distribution during the ceremony.
- II. **Line-up:** Line up (Outdoor Practice Field – east of the stadium) in front of the Faculty Procession (behind the Grand Marshal) at 12:30 p.m. (Refer to the wall chart near the entrance for your line-up position.)
- III. **Processional:** March at the head of the Faculty Procession and take your reserved stage seat (see diagram).
- IV. **March to the Stage:** After the President confers degrees on the doctoral candidates (refer to the ritual time schedule link on the previous screen), stand behind the Dean and hand him diploma covers (see diagram). Do the same for the master's and bachelor candidates. If possible, tell students to follow the arrows on the stage and help direct them toward the correct ramp (see diagram).
- V. **Recession:** Do not begin exiting until the Deans' Party has left the stage. Stage Marshals will direct you. Exit via the center ramp and proceed up the aisle to the west end of the stadium. From there you may disperse with the rest of the faculty or exit via the tunnel to the faculty dressing room.

