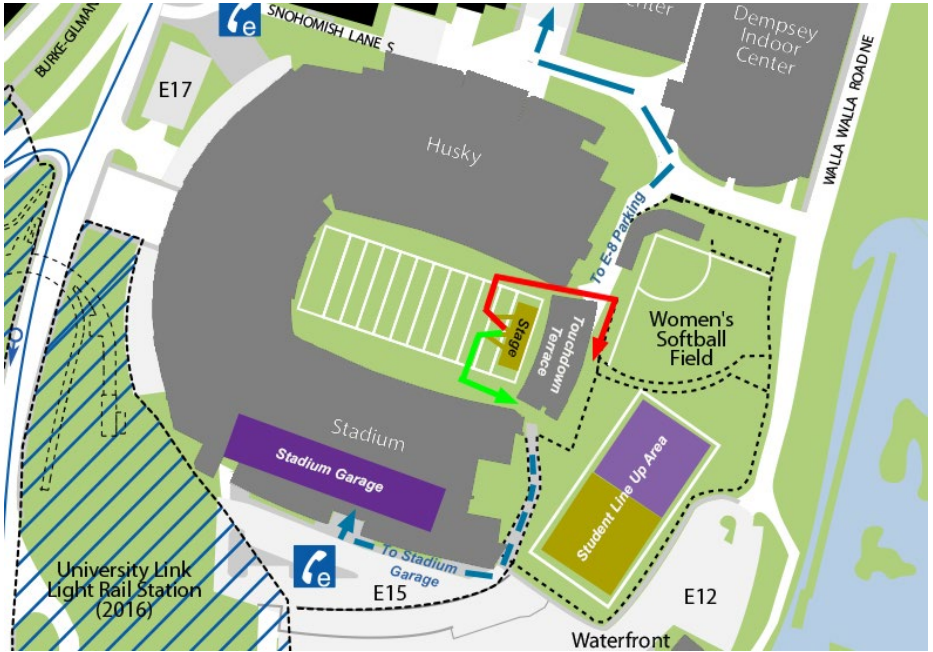


## Diploma Marshal SE

- I. **Pre-procession (10:00 a.m.):** Check in at the Touchdown Terrace. Proceed to the stage. Assist in taking the diploma covers out of the boxes and arranging them for distribution during the ceremony. The marshal brunch begins at 11:00 a.m. in the Touchdown Terrace.
- II. **Line-up:** Line up (south lineup area on the Outdoor Practice Field) in front of the Faculty Procession, behind the seating marshals (see Faculty Lineup Chart SE), at 12:30 p.m.
- III. **Processional:** You will march at the head of the faculty procession. When you reach the third row on stage, continue on, leading the award winners to their seats. Then take your seat.
- IV. **March to the Stage:** After the Regent confers degrees on the doctoral candidates and asks them to come forward (refer to the ritual time schedule), stand beside the Dean of the Graduate School. Hand diploma covers to each student before they shake the dean's hand (see diagram). Do the same for the master's and bachelor candidates. If the dean wishes to hand the diploma cover to the student, you will give the diploma covers to the dean, instead of the student. 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 ramps and proceed back to the area in back of the Touchdown Terrace (see red and green arrows on Faculty Exit Map). From there you may disperse with the rest of the faculty.

# Faculty Exit Map



Your processional path

### Diploma Marshal SE

Your stage seat

