

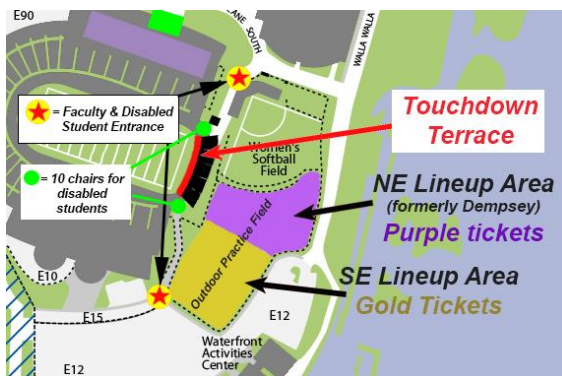
Disabled Candidates Marshals

I. **Check-in (11:00 a.m.):** Bring your UW ID and photo ID with you. (You will be given your credentials at the rehearsal on the Thursday before Commencement.) Proceed to the Touchdown Terrace and pick up the special accommodation passes for disabled students.

II. Pre-Ceremony checks

- Ensure the stand and steps are set up for the sign language interpreter.
- Ensure assistive listening device equipment booth is set up in proper location outside section 118.
- Ensure assistive listening devices are set up in TouchDown Terrace for faculty who wish to use them.
- Ensure ICA Event Management has set up chairs in lining up areas and on the field near where graduates will enter the stadium, where some students may need to sit while waiting for the procession. (See “10 chairs” on diagram below.)
- Ensure disability signs are in place.
- Ensure interpreters are in place.

III. You will be positioned at the Faculty/Disabled Student Entrances (see diagram). Triage all last minute disability-related requests for accommodation on the day of the ceremony. Assist other marshals by triaging disability related questions. Assign the disabled candidates to the areas you have designated for them on the northeast and southeast corners of the stadium (where the chairs are positioned (see diagram)).



IV. **Procession:** Check with the seating marshals to make sure they have the wire clippers needed to detach end seats to make a space for disabled candidates.

As the candidates march into the stadium, direct the disabled candidate to join his/her college group, making sure he/she enters the *inside line* of candidates (see processional diagram below). The announcer will announce the entrance of each school or college. You can also match the candidate to others in his/her school or college by tassel or hood color. The candidate's tassel/hood color indicates the candidate's college (e.g., orange tassel = College of Engineering).

Candidates in wheelchairs will be able to place their wheelchairs at the end of one of the rows.

V. March to the Stage: Assist students with disabilities in moving to and from the stage. After returning from the stage, indicate to the wheel chair candidates that they should return to the disabled area, or sit where seating marshals have removed a chair for them. (Check with Seating Marshal Captain.)

NE line of march
for disabled
candidates

SE line of march for
disabled candidates

Disability Marshals - Processional

