

I. Check-in (12:00 p.m.): Please check in at the Touchdown Terrace. Brunch will be served from 11:00 a.m. – 12:30 p.m. From there you may proceed to the stage. Please be on stage by 1:00 p.m. to review your instructions with the other stage marshals.

II. Procession (see diagram): Just prior to the procession (at 1:30 p.m.) move to position #49. Consult your diagram for the various seating sections. The faculty (academic procession) will arrive on stage first. You will begin seating in the third row, center section. Consult the “Academic Procession SE” chart and your “Stage Seating Chart,” linked on the previous web page. Two Diploma Marshals and two Faculty Marshals will come first. The diploma marshals should step aside to let the faculty marshals enter the row first. Then the diploma marshals take their seats. Remaining faculty will be seated in the sections marked “Academic Procession” on your chart. Ensure that the general faculty does not sit in the reserved seats marked with name cards. Candidate marshals will arrive after the faculty and sit next to the diploma marshals. All stage marshals will sit in the second row, behind the deans party, as shown on the page 2 diagram.

College Marshals, who lead the bachelor candidates from the various schools and colleges, will arrive next. Please seat them in the sections labeled for College Marshals. The various Commencement marshals working on the stadium floor will be last to arrive on stage, following the President’s and Deans’ parties and will take their labeled seats in the front row on either side of the stage.

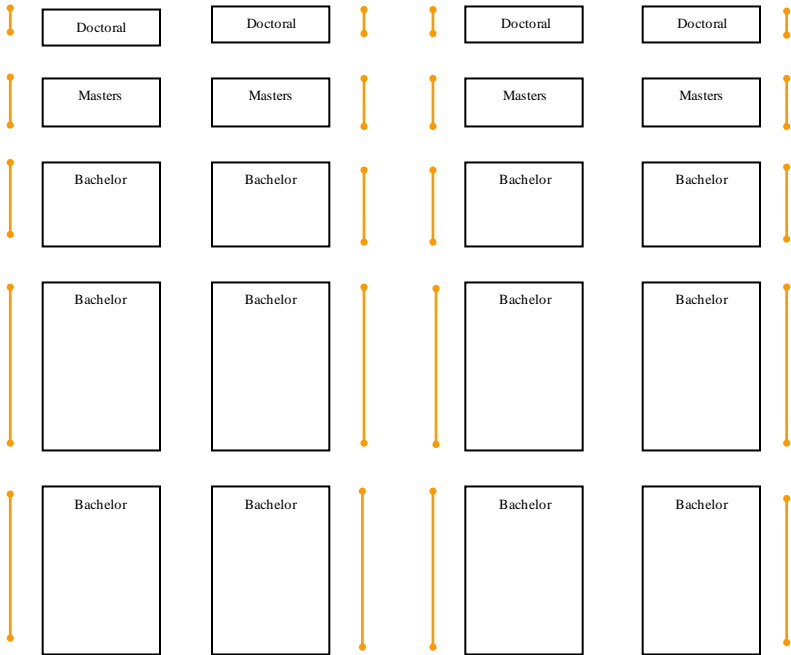
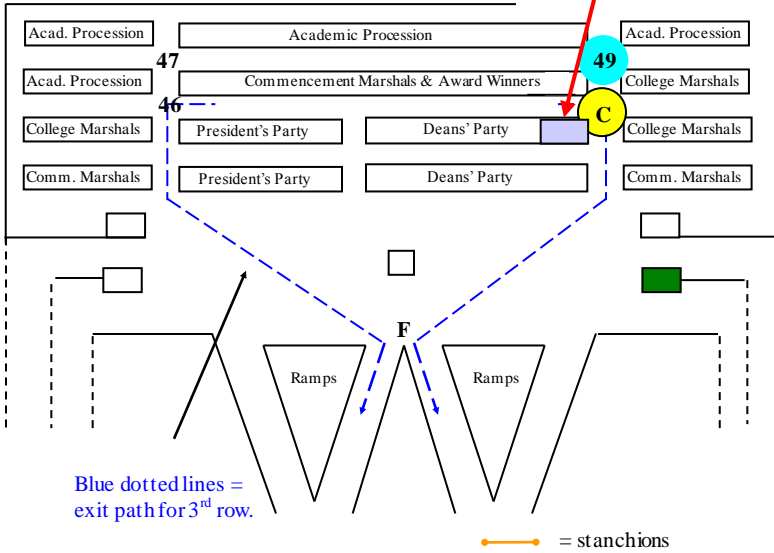
NOTE: When the Deans’ party enters the stadium, please instruct the faculty on stage to stand. They should remain standing until seated by the President’s Marshal.

III. March to the Stage: During the candidates’ march to the stage you will assist one of the Candidate Marshals in stocking the diploma table marked in green on your diagram. This mostly involves moving diploma covers from underneath the table (in boxes) and stacking them on top of the table. There might be some boxes of diploma covers just off-stage near the ramps.

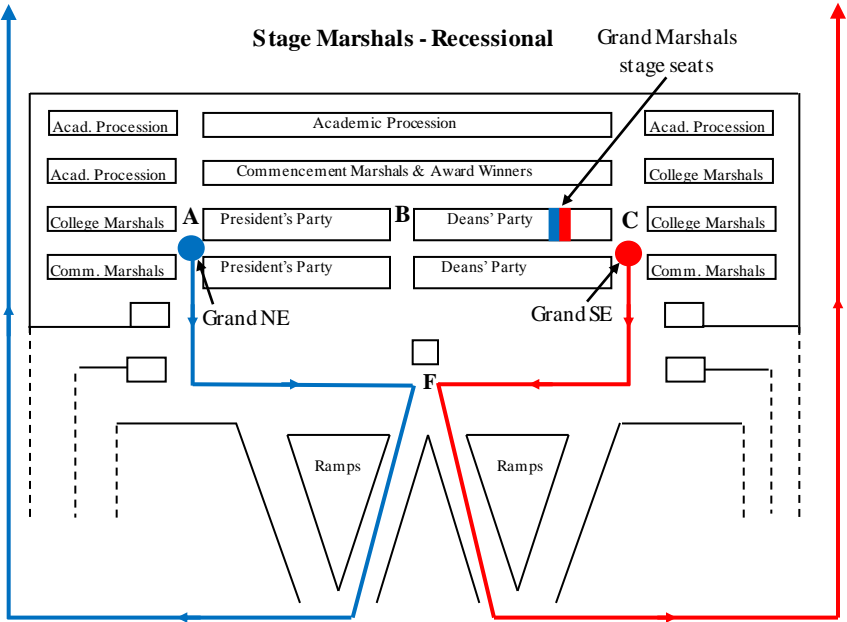
IV. Recession (see Recessional Diagram, p. 3): When the University Marshal announces the “exercises of the University of Washington are now closed,” move to position “C.” At this time the Grand Marshals should move from their stage seats into position to lead the exit of everyone except the President’s and Deans’ parties. The third and fourth rows and the College Marshals in the second row should stand but not begin exiting until the President’s and Deans’ parties are almost off the stage. Other stage marshals will take up positions to assist in this process. Working with them you will hold back the 2nd, 3rd & 4th rows until the lead stage marshal at F signals you. The Grand Marshals will lead the exit of the rest of the stage party along the lines shown on the recessional diagram. As the last members of the stage party leave the stage, join in behind them.

Stage Marshal #49

Stage Marshal Seats



Stage Marshals - Recessional



— = stanchions

