



**OKLAHOMA CITY**

## **INSTRUCTIONS FOR MAY 15, 2017 COMMENCEMENT CEREMONY**

Location: State Fair Arena, Oklahoma City, Oklahoma

Time:           6:00 - 6:15 pm           Graduate check-in  
                  7:00 pm                 Ceremony begins

Graduates may invite as many guests as they wish.

Parking is free. For your reference, State Fair Park is directly east of the OSU-OKC campus across I-44. The ceremonies will be held in the Jim Norick Arena (formerly known as State Fair Arena). [Click here](#) to see a map of State Fair Park and the designated parking areas marked with a red "P." Please note that handicapped parking is indicated on the map with a yellow "H." Look for OSU-OKC signage to direct you to the correct gate and the arena. When you get on the State Fair Park grounds, our OSU-OKC security personnel and staff will be available to offer assistance if needed.

### **ROBES AND OTHER APPAREL:**

Graduates are required to wear a **black cap & gown and OSU tassel** at commencement. Cap, gown, and tassel can be purchased from the OSU-OKC bookstore for \$44.00 plus tax. Souvenir tassels, PTK stole, and Service Learning Cords are also available for purchase at the Bookstore.

### Hints & Tips:

- If applicable to you, remember to bring your PTK stole/tassel, Service Learning cords, Shine cords, and/or approved Organizational regalia. Students should contact their organization for information regarding appropriate regalia. Students with an overall 4.0 Grade Point Average will receive white cords at check-in.
- Plan to leave personal items with family or friends. You will not be able to carry purses, jackets, etc. onto the Arena Floor.
- Wear comfortable shoes! A large amount of walking is required from the check-in area to the arena floor that includes stairs, a ramp and a long aisle.
- The cap is designed to be worn with the mortarboard flat on the head rather than at a tilt, and the tassel goes on the right. During the ceremony you will be directed as to when to move your tassel from the right side to the left side.

**LINE-UP:**

At Check-in, Graduates will receive a card with their Academic Division, Department, and Degree. Line-up will be by Academic Division, then Department. Our staff will be there to assist you.

**THE CEREMONY:**

During the Processional, Faculty Marshals will lead graduates onto the arena floor. After arriving at your seat, you will remain standing for the Invocation. After the Invocation, the entire audience, faculty, staff and graduates, will be seated. Graduates will be led to the stage to receive a diploma cover. A diploma will not be in the cover. Diplomas will be mailed approximately six to eight weeks after commencement. The culmination of the Commencement Ceremony is the conferring of degrees by President, Natalie Shirley. This is when you will be directed to move the tassel on the mortarboard from right to left. At the end of the ceremony, you will be led back to the line-up area by the Marshals.

**PHOTOS:**

Candid Color will be taking pictures of graduates both on and off stage. After commencement, you will be able to view and order photos at [www.candidcolor.net](http://www.candidcolor.net). There is a link to Candid Color on the Graduation Page of the OSU-OKC website.

You and your guests are welcome to take photos as long as it does not interfere or distract from the ceremony. Special areas will also be set up in the lobby area of the arena to provide a backdrop for family photos.

**SPECIAL ACCOMMODATIONS / QUESTIONS:**

Graduates requiring special accommodations should contact Phung Yip, Student Center, third floor at 405.945.3238 or [phungyt@osuokc.edu](mailto:phungyt@osuokc.edu) at least a week prior to the commencement date to make any necessary arrangements. The fairground arena is handicap accessible for guests.

**RECEPTION:**

A reception for students and guests will be held immediately following the commencement ceremony.

**OSU ALUMNI ASSOCIATION MEMBERSHIP:**

The OSU Alumni Association will be available at commencement to give out information and answer questions about Alumni Association membership.

**This information is also available on our website:**

**[www.osuokc.edu/graduation](http://www.osuokc.edu/graduation)**

