



Commencement 2024
INSTRUCTIONS for GRADUATES

There is no rehearsal for commencement.
Please read these instructions to prepare for the activities of the ceremony.

1. Saturday, May 11, 7:30 am

- Report to the west side of the Rodeo Arena for line up. Please show up wearing your cap and gown.
- Report to the student check-in table, to check-in the day of commencement. Wear your tassel on the right side of your cap.
- Find the table for your degree and major. Report to this location for line-up. Stay in line until the ceremony starts. Marshalls (ushers) will be available to assist you.

2. 9:00am – Processional

- The Graduate, faculty, and Platform march in. Marshalls will direct you.
- When you arrive at your seat, remain standing until all have march in. The President will ask you to be seated.

3. Procedures for Walking Across the Stage:

- Your class (associate, bachelor, master, PhD) will be asked to stand as a group.
- Your Marshall will lead your line to the right side of the stage.
- When your name is called, go up the steps on the right side of the stage. Accept your diploma cover from Dr. Amouzegar.
- A picture will be taken as you receive your diploma cover; be sure to look at the photographer and smile!
- The Board of Regents will be present on stage to offer congratulations.
- Doctoral Candidates will be hooded by their advisor after accepting their diploma cover.
- Walk down the steps on the other side of the stage (stage left).
- Follow your line back to your seat. If you are the first in line a Marshall will be available to show you the route back to your seat.
- You may be seated upon returning to your chair.

4. Recessional

- At the end of the ceremony, President will invite all graduates to stand for the recessional. The Platform Party will leave first, followed by the faculty, then the graduates. Marshalls will direct you.
- Proceed through the receiving line to receive congratulations from your professors.
- We ask that you take all of your family back to campus for a celebration. We will have free desserts for you and your guests. There will also be food trucks and photographers at the Macey Center for your enjoyment.

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5. Photographs and Campus Tours

- Your cap and gown are yours to keep.
- We will have photo stations setup at Macey Center for you to visit before and after commencement. There will also be food trucks available.
- If your family or friends would like a campus tour please contact commencement@nmt.edu.

6. Diplomas and Diploma Covers

- If you are a summer or fall graduate and have already received your diploma, we ask that you return the blank diploma cover to the carts located next to the exit gate.
- If you are a May graduate, your diploma will be mailed in June and you may keep your diploma cover for use when your diploma arrives.

7. Information for Your Guests

- If your guest requires ADA accommodations please make sure to add that to your guest registration form or email commencement@nmt.edu if you have any questions regarding ADA accommodations.
- All graduate registered guests will be required to wear a mask that covers their mouth and nose and follow all COVID-19 safety protocols at all times.
- All graduates must pre-register their guests to attend at the link provided here:
<https://form.jotform.com/240795116018051>
- Please ask your guests to all arrive together. Bleacher seating will be on a first come first serve basis.
- We ask that all guests please not stand or block the view of those sitting. Please be courteous to those behind you.
- We ask that all guests (any non-graduates and children) only sit or stand in their designated area. The arena floor is for graduate and faculty seating only.
- It is your responsibility to ensure your guests understand these rules and protocols.

8. Information regarding COVID-19 Safety Protocols

- Masks are not required but will be recommended.
- All persons planning to attend commencement ceremonies should not attend if they are experiencing any COVID-19 symptoms including, fever over 100.0F, loss of smell or taste, cough, muscle ache, sore throat, congestion/runny nose, chills, new or unusual headache, nausea, diarrhea, vomiting, or loss of appetite
- All persons planning to attend commencement ceremonies should not attend if they have had a positive COVID-19 test in the past 10 days prior to May 11th.
- All persons planning to attend commencement ceremonies should not attend if they live in the same household with, or have had close contact in the past 14 days from May 14th with someone who has been in isolation for COVID-19 or had a test confirming they have the COVID-19 virus.

Any questions concerning commencement should be directed to the Commencement Committee..

You can contact us at **575-835-5564** or by e-mail at commencement@nmt.edu.