Assembly of degree candidates at 2:15 p.m.
Processional at 3:20 p.m.

NO admission tickets are required. The ceremony is 2 ½ hours.

The ceremony includes the conferral of degrees and individual recognition of candidates for the doctoral degree, educational specialist degree, and master’s degree. Your family and friends are invited.

For the safety and convenience of ALL commencement participants and guests, please follow the instructions below:

**BAGS AND PURSES ARE PROHIBITED** from the Breslin Center. For a complete listing of prohibited items, visit the Breslin Center website at: [www.breslincenter.com](http://www.breslincenter.com)

**NO** food, beverages, or other liquids are to be brought into Breslin Center.

There will be metal detectors at all entrances to the facility. Please plan accordingly for lines into the facility.

Concessions will open one hour before the ceremony begins and remain open through at least the first hour of the ceremony. The menu is limited to beverages and light snack items.

Please use trash and recycle containers to assist us in avoiding delays and to remain on schedule.

Please refer to the [Commencement website](http://www.commencement.msu.edu) for information.

All degree candidates **must wear academic apparel to participate** in the ceremony. Candidates participating in the ceremony should remain for the entire ceremony. Please be respectful as the name of each graduate is read.

**Doctoral Degree candidates:** Doctoral degree candidates are hooded by MSU faculty. You may ask ONE MSU faculty member of your choice to hood you. Please have your faculty member inform the dean’s office of his or her participation. Colleges will distribute instructions to faculty. The associate deans and other faculty representing the colleges will hood doctoral degree candidates without accompanying faculty members.

Congratulations on your achievement and we hope that you will participate in your commencement ceremony.

Most sincerely,

John D. Gaboury, Ed.D.
Associate Provost for Academic Services,
Enrollment Management, and Academic Initiatives,
and Chairperson, Commencement Committee

Thomas Jeitschko, Ph.D.
Associate Provost for Graduate Education
Dean of The Graduate School,
and member of the Commencement Committee
Please exercise decorum. Any visible items worn with your academic apparel should be appropriate for the occasion and should not detract from the recognition of any of our graduates. Flowers and decorative jewelry are not to be worn on your academic gown. Low-heeled, comfortable shoes are recommended.

NO BAGS OR PURSES ARE PERMITTED IN THE BRESLIN CENTER
There will be metal detectors at all entrances. Please plan accordingly for lines into the facility.

INSTRUCTIONS FOR DEGREE CANDIDATES

Doctoral, Educational Specialist, and Master’s Degree Candidates

ASSEMBLY

****DUE TO METAL DETECTORS AT ENTRANCES, PLEASE ARRIVE ONE HOUR PRIOR TO THE START OF THE CEREMONY.

Please report by 2:15 p.m. Name cards and photo cards are distributed at assembly. Degree candidates assemble at the Breslin Center in locations based on the degree being conferred. Instructions on assembly locations are listed below.

The University is not responsible for coats or other belongings left in the assembly or seating areas. Please leave your coats and other belongings with family or other guests.

Babies, Children, and other guests are NOT permitted on the Arena Floor or in the degree candidate assembly or seating areas.

MASTER’S DEGREE CANDIDATES - assemble in the Arena at your college’s assigned bleacher section. Enter the Breslin Center by taking the Service Drive/Tunnel (south side) to the Arena level. If you enter at any of the entrances at the street level, proceed to the Gilbert Pavilion Gate(southeast). Take the stairs down to the Arena level. Pick up your name card and photo card from commencement staff. Proceed into the Arena and to your college’s assigned bleacher section.

EDUCATIONAL SPECIALIST DEGREE CANDIDATES - assemble in the Auxiliary Gym. Once you enter the Breslin Center, proceed to the Gilbert Pavilion Gate (southeast) and take the stairs down to the Mezzanine level (next level down). Exit at the Mezzanine level and proceed to the Auxiliary Gym. Name cards will be distributed by Graduate School staff. Photo cards will be on tables inside the gym.

DOCTORAL DEGREE CANDIDATES - assemble in the Auxiliary Gym. Once you enter the Breslin Center, proceed to the Gilbert Pavilion Gate (southeast) and take the stairs down to the Mezzanine level. Exit at the Mezzanine level and proceed to the Auxiliary Gym. Please line up at your college sign with the MSU faculty member hooding you. There will be faculty members available to hood doctoral degree candidates who do not have an accompanying faculty member. Name cards will be distributed by Graduate School staff. Photo cards will be on tables inside the gym.

PROCESSIONAL

Processional begins at 3:20 p.m. and proceeds as follows:

1. University Mace Bearer
2. Associate Deans leading Master’s Degree candidates to the platform for diploma presentation
3. Alphabetically by college, the Associate Dean will lead the college’s Doctoral Degree candidates and hooding faculty
4. Educational Specialist Degree candidates
5. Faculty not hooding
6. Platform Party

ORDER OF CEREMONIES
1. Processional
2. The Star Spangled Banner
3. Moment of Silence
4. Presentation and Conferral of Honorary Degrees
5. Commencement Keynote Address
6. Special Music

Presentation of Degree Candidates, Conferral of Degrees, and Diploma Presentation

Alma Mater

Recessional

CONFERRAL OF DEGREES AND PRESENTATION OF DIPLOMAS

DOCTORAL DEGREE CANDIDATES wear tassels on the LEFT.
Candidates rise at the invitation of the Dean of The Graduate School. The Dean directs hooding of candidates. Candidates are hooded at their seats by their faculty members. The President, joined by the Board of Trustees, confers the degree. Degree recipients are seated and then escorted to the platform. Each student’s name is read and the president presents the token diploma. There will be at least one photo provided: 1) as you are presented with the token diploma, or 2) a posed photo before you return to your seat. Degree recipients are escorted back to their seats.

EDUCATIONAL SPECIALIST DEGREE CANDIDATES wear tassels on the LEFT.
MASTER’S DEGREE CANDIDATES wear tassels on the RIGHT.
Educational Specialist candidates rise at the invitation of the Dean of the College of Education and Master’s Degree candidates rise at the invitation of the Dean of your College. The President, joined by the Board of Trustees, confers the Educational Specialist Degree first and then the Master’s Degrees en masse and invites the Master’s Degrees to shift tassels from right to left. All recipients are seated. Educational Specialist Degree recipients are escorted to the platform. Master’s Degree recipients will follow. Each student’s name is read and the president presents the token diploma. There will be at least one photo provided: 1) as you are presented with the token diploma, or 2) a posed photo before you return to your seat. Degree recipients are escorted back to their seats.

RECESSIONAL
After the Alma Mater, the recessional proceeds as follows:
1. University Mace and the remaining members of the Platform Party
2. Doctoral Degrees with the MSU Faculty member who hooded you, Educational Specialist Degree, and Faculty not hooding
3. Master’s Degrees

FOLLOWING THE CEREMONY
Doctoral Degree and Educational Specialist Degree graduates will return to the Concourse level at the Hall of History area. Master’s Degree graduates will exit through the Service Tunnel/Drive on the south side of the Breslin Center.

We strongly suggest that you meet family and other guests outside the facility.
ACADEMIC APPAREL/ANNOUNCEMENTS

Doctoral Degrees and Educational Specialist Degrees: Make reservations for rented academic apparel at the Official On-Campus Provider of Cap and Gowns, the Spartan Spirit Shop, or on-line at: https://spartanspiritshop.msu.edu/graduation.html. The rental regalia is $75.00 plus tax until Sunday, March 25, 2018. After, Monday, March 26, 2018 rental regalia is $90.00 plus tax. The last day to reserve rental apparel in the store or online is Friday, April 13, 2018.

Pick up your rental items at the Spartan Spirit Shop in the MSU Union Building
49 Abbot Road, 4th floor, 1925 Room
Monday, April 30th-Thursday, May 3rd between 10:00 a.m.–6:00 p.m.

To return your rental hood/gown: you may return the items following the ceremony in the assembly location (Auxiliary Gym). You may also return the items to the Spartan Spirit Shop, MSU Union Building, 49 Abbot Road, during store hours. A late fee applies after 5:00 p.m., Monday, May 7, 2018.

With any questions about academic apparel, please email capgown@msu.edu or call 517-355-5116.

Spartan Spirit Shop hours: Monday–Friday, 9:00 a.m.–7:00 p.m.; Saturday, 10:00 a.m.–6:00 p.m.; and Sunday, 12:00 noon–5:00 p.m.

Master's Degrees: Purchase keepsake academic apparel for $68.00 plus tax at the Official On-Campus Provider of Cap and Gowns, the Spartan Spirit Shop, MSU Union Building, 49 Abbot Road, or on-line at: https://spartanspiritshop.msu.edu/graduation.html. The last day to order online is Sunday, April 22, 2018.

With any questions about academic apparel, please email capgown@msu.edu or call 517-355-5116.

Spartan Spirit Shop hours: Monday–Friday, 9:00 a.m.–7:00 p.m.; Saturday, 10:00 a.m.–6:00 p.m.; and Sunday, 12:00 noon–5:00 p.m.

ANNOUNCEMENTS
Order announcements at the Spartan Spirit Shop or at www.michiganstategrad.com.

PERSONS WITH DISABILITIES
Parking is limited in the area. We encourage all participants and their guests to use commencement shuttle bus service. Shuttle buses are accessible. There is no charge.

ADVANCED DEGREE CANDIDATES WITH DISABILITIES
Please contact Heather Bailey at hbailey@msu.edu or 517-884-4957 by Monday, April 2, 2018 with requests for accommodations. Requests made after that date will be met when possible.

GUESTS WITH DISABILITIES
The Breslin Center is a barrier-free facility. Wheelchair accessible areas are at the Concourse level (the level at which you enter). Persons unable to climb stairs and wheelchair users may be seated in these areas. We ask that one individual in your party be seated with the person requiring wheelchair accessible seating. In order to accommodate all who require seating in the wheelchair accessible areas, we ask that all other members in your party be seated in the general seating areas. Please arrive early so that accommodations may be met. Ushers will direct you to these areas.

There are a very limited number of wheelchairs available. They are available on a first-come, first-served basis at Guest Services, Gilbert Pavilion Gate, Concourse level. You must leave a valid driver’s license (or other valid picture id) to use a wheelchair. Wheelchairs are for transportation only—from the parking lot into the facility and to the seating areas. Please do not use wheelchairs.
for seating. Once you have transported your guest to seating, please return the wheelchair to Guest Services for others to use. Following the ceremony, you may use the wheelchair again. You must leave your driver’s license again and return the wheelchair to Guest Services after use.

Assistive Listening Devices (Phonic Ear headsets and receivers) are available at Guest Services, Gilbert Pavilion Gate, Concourse level. You must leave a valid driver’s license or valid picture id to use the headsets. The Loop System is available in permanent seating areas.

Open captioning is available for the deaf or hard of hearing.

Sign Language Interpreters - Please contact Heather Bailey at hbailey@msu.edu or 517-884-4957 no later than Monday, April 2, 2018 if you require an interpreter. Please provide your name, mailing address, the number of guests in your party, and contact information. Reserved seating tickets will be mailed. Please be aware that we may need to limit the number of tickets in order to accommodate all guest requests.

We strongly suggest early arrival for those who have special accommodation needs and who are seeking barrier-free parking.

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**SHUTTLE BUS SERVICE AND PARKING**

**There is NO charge for Commencement SHUTTLE BUS SERVICE. Commencement shuttle bus service IS STRONGLY RECOMMENDED.**

Shuttle buses will run every 10-15 minutes from late morning into the evening on Friday. Shuttle Buses will run from the following parking areas:

- **Ramp 5** - Trowbridge Road access (at the Communication Arts and Sciences Building), stopping at the bus shelter in front of the ramp
- **Lot 79** - South side of Spartan Stadium, stopping on Shaw Lane for passengers
- **Lot 89** - Commuter Lot (northwest corner of Mt. Hope Road and Farm Lane), stopping at the bus shelters

Shuttle buses are accessible. Please see the campus map below, indicating the parking lots/ramps and bus stops.

**Barrier-free parking** - Breslin Center lot #63 (EAST SIDE OF THE SERVICE DRIVE/TUNNEL). Please enter from Shaw Lane. Parking in this area is limited to those with a State of Michigan (or other State)-issued disability plate or placard. The hanging disability placard permits prompter admittance. Please see the diagrams in the [Maps, Parking & Shuttle] tab.

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Graduates - your diplomas will be mailed approximately one month after the end of the semester of your graduation.
DRIVING DIRECTIONS TO MICHIGAN STATE UNIVERSITY

From Traverse City or Points North via I-75

From Detroit or Points East via I-96

From Grand Rapids or Points West via I-96

From Flint or Points East via I-69

From Kalamazoo or Points South via I-69

From Jackson or Points South via US-127
Proceed north on US-127 to East Lansing. Take the Trowbridge Road exit and continue east to Michigan State University.