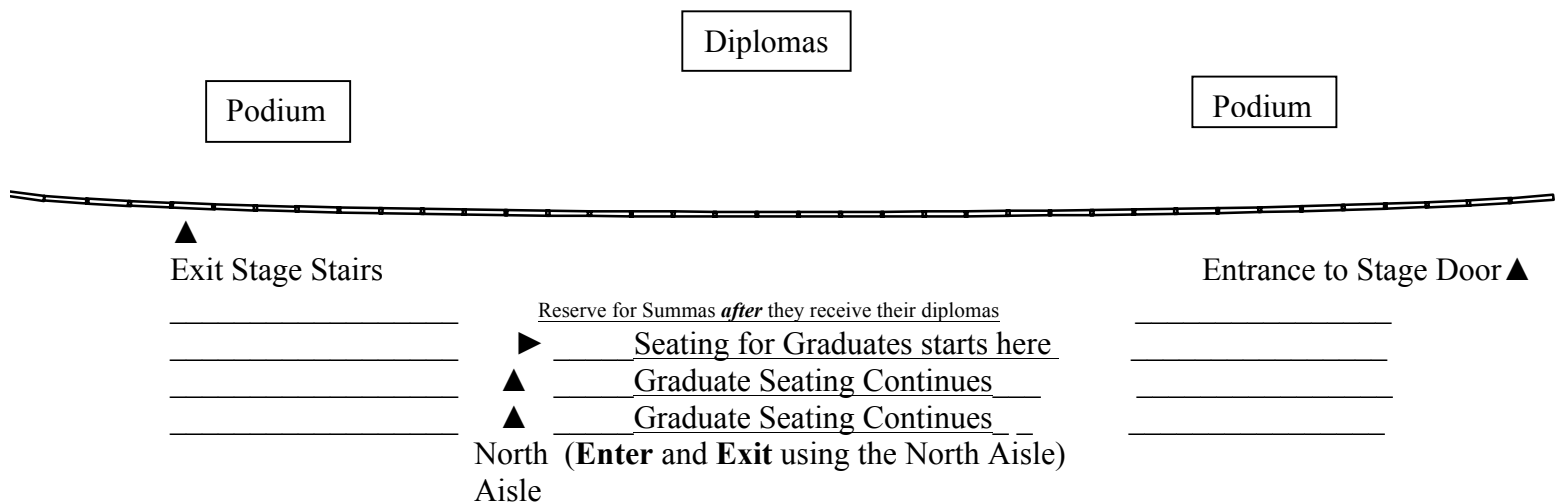


# GRADUATE DIRECTIONS



Congratulations! The faculty, administration and staff of LCC are proud of you and your accomplishments.

This is an important step in your educational experience. To respect this achievement please dress accordingly. **Men**, please wear slacks, dress shirt and dress shoes. **Women**, please wear dress slacks, skirt or dress and dress shoes. **Students may only wear LCC issued caps & gowns, tassels, honor cords or PTK stoles. Inappropriate designs and words on caps and/or gowns will disqualify students from being part of the graduation ceremony.**

Graduation will be held Friday, May 12<sup>th</sup> at 7:30 p.m. in the Municipal Auditorium located at 17<sup>th</sup> and Belmont, east of the post office. All participants should be in the basement of the Municipal Building to line up no later than 6:45 p.m. **G. W. Photography** will be at the Auditorium (lower level) from **5:30 p.m. until 6:30 p.m.** to take pictures of graduates in their caps and gowns. Prices are on the graduation webpage.

Line up order will be posted in the basement of the auditorium and on the graduation webpage. Admissions personnel will be there to assist with the line up. Once you get in line, you will receive a name card that has your name and degree on it. When you go on stage, you will present your name card to Joe Burke, Vice President of Academic Affairs. If you have a name that is difficult to pronounce, please write your name phonetically so Joe will announce your name correctly.

Tammy Fuentez, Vice President of Student Services, will lead the graduates into the auditorium. **Remain standing until President Knox sits.** The diagram above indicates where you will sit. Remember to leave the front row empty. Graduates sit in two groups. **Associate in Arts, Associate in Science and Associate in General Studies graduates** are the first group and all the **Associate in Applied Science graduates** are the second group. The first graduate in the **Associate in Applied Science** column, will begin a new row, regardless of how many vacant seats there are in the previous row.

Graduates will sit in the center section of the auditorium. When it is time to receive your diploma, Joe Burke will ask candidates for the **Associate in Arts, Associate in Science and Associate in General Studies** to come forward. These students will go through the open doors to the right of the stage. You will hand your name card to Joe and wait for him to announce your name. After your name is announced you will walk over and receive your diploma then go down the stairs and return to your seat. (**Summa Cum Laude** students should return to the empty front row when returning from the stage since they will be returning to the stage for a plaque.) Joe will then ask for the candidates for the **Associate in Applied Science** to come forward. They will follow the same procedure. Please wait *quietly* to go onstage.

## EXITING THE AUDITORIUM

Once the ceremony has ended, the Stage Party will leave the auditorium first, followed by the Faculty/Staff and then the graduates. The Vice President of Student Affairs, Tammy Fuentez, will lead the graduates out of the auditorium beginning with the first row – **first in, first out.** Graduates will go out the same aisle they came in and go through the reception line in the auditorium lobby.