

Umpqua Community College presents the...

Annual Graduation Ceremony

CONGRATULATIONS on reaching this point in your academic career! The purpose of this packet is to provide you with information about the 2024 UCC Graduation Ceremony. Please read the information in this packet carefully. The ceremony will be held outdoors on **Friday, June 14, 2024**, at **6 p.m.** at the **Umpqua Community College Swanson Amphitheater**.

Please note: Graduates need to arrive at the Athletics Complex by **4 p.m.** to line-up and take group photos.
(Students arriving late will be placed at the end of the line.)

Please review ALL enclosed information. Graduation announcements may be purchased from the UCC Bookstore. If you have questions, you may send an email titled "Graduation 2024" to registration@umpqua.edu. Questions related to line-up, or the graduation ceremony will be answered during the line-up on Friday, June 14.

Sincerely,



Brenna Hobbs | Registrar
Registration and Records

2024 Graduation Deadlines and Schedule of Events

Friday, May 10

Deadline to RSVP indicating whether or not you will participate in Graduation Ceremony.

**Monday, Tuesday & Wednesday
June 10, 11 & 12, 2024
10 a.m. to 2 p.m.**

CAP & GOWN PICK UP in the LaVerne Murphy Student Center Lobby.

**Wednesday, June 12
10 a.m. to 3 p.m.**

Captivating Photography will be available to take portrait photographs of you in your cap & gown in the LaVerne Murphy Student Center Lobby.

**Friday, June 14
1 to 4 p.m.**

Captivating Photography will be available to take portrait photographs of you in your cap & gown in the LaVerne Murphy Student Center Lobby.

4 p.m.

Candidates assemble for line-up in Gym, complete group photographer forms, take group photos, finalize processional order, and take a short break to store personal items and use restrooms.

6 p.m.

Processional begins. You will be led into the Amphitheater and directed to your row, where all seats need to be filled and remain standing in front of your seat.

8 p.m. (estimated time)

Reception immediately following the ceremony (located on the Compass in the center of campus).

8 p.m. (estimated time)

Pick up stored items in the UCC Gym and return Honor Stole (available for 30 minutes after ceremony).

Monday, June 16

Return Honor Stoles to the Office of Registration and Records; located in the LaVerne Murphy Student Center.

Candidates NOT participating in the Graduation ceremony may pick up their diploma cover at the Office of Registration and Records, located in the LaVerne Murphy Student Center.

**Please be sure to pick up your stored items from the UCC Gym.
The UCC Gym will be open for 30 minutes following the ceremony.**

2024 Graduation Ceremony Walk-Through

1. Wear your caps & gowns. **Begin with the tassel hanging from the right side of the cap.**
2. **Arrive promptly at 4 p.m.** at the UCC Gym for line-up. Final instructions, answers to questions, and line-up of graduates will take place. The UCC Gym will be locked during the ceremony, and open for 30 minutes following the ceremony. *(UCC is not responsible for lost or stolen items).*

Photographs

Once all graduates are lined-up outside, a photographer will take a group photo.

3. **Anyone not present for line-up by 4 p.m.** will be added to the end of line. It is imperative that you arrive on time for instructions, group photos, and line-up.
4. **The ceremony will start at 6 p.m.** with the graduates entering the amphitheater single file and being led to their seat.
5. When you enter your row, **please move all the way down to fill all seats.** You will **REMAIN STANDING** in front of your seat.
6. **President Pokrandt will instruct you to be seated.**
7. The ceremony will proceed. After the Harry Jacoby Award has been presented, the first row of graduates will be prompted to rise and be led to the podium to receive their diploma cover. Graduates from each successive row will be led.
8. You will **take the diploma cover with your left hand** and **shake with your right hand.** You will shake hands with both the Board Chairperson & Dr. Pokrandt, as well as one or more retirees as you proceed across the stage.
9. After you exit the stage, return to your row, proceed all the way to the last available seat, and be seated.
10. At the end of the ceremony, Dr. Pokrandt will present the "Class of 2024" once more. **Please rise and remain standing.** When the President makes the announcement, all **graduates will use their left hand to move the tassel from the right side to the left.**
11. **The recessional will begin,** and you will be led to the reception area where you can celebrate with your family, friends, and faculty! Congratulations!
12. **Please be sure to pick up personal items stored in the UCC Gym. This is also a good time to return the Honor Stole.** The UCC Gym will be open for 30 minutes after the ceremony.

2024 Graduation Seating Information

CANDIDATE Seating

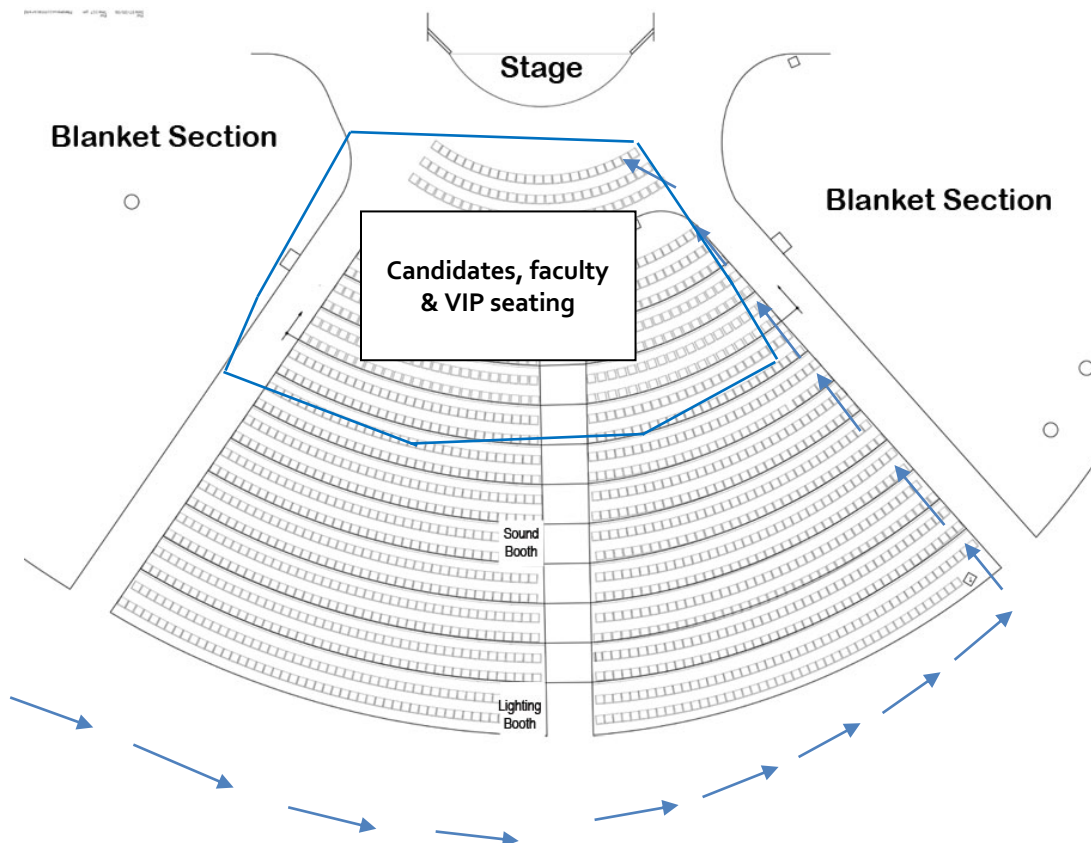
Candidates failing to RSVP will jeopardize their chance to participate in the Graduation ceremony.

RSVP BEFORE MAY 10 AT <https://umpqua.edu/academics/academic-resources/registration-records/graduation/>

GUEST Seating

RAIN OR SHINE, UCC will hold its annual Graduation ceremony outdoors in the Swanson Amphitheater. Be sure to inform your family and friends of the following seating information:

1. **Guests should arrive early;** there is always a large crowd.
2. Approximately 1,000 chairs will be available on a first-come, first-serve basis.
3. Two grassy areas on either side of the seating area will be cordoned off for those wishing to use blankets.
4. Lawn chairs will be permitted on the outskirts of the blanket areas (so they don't block the view of others).
5. An area will be cordoned off for guests in wheelchairs.
6. Actual seating arrangement on the day of Graduation may differ slightly from the map below.



2024 Graduation FAQ Sheet

CEREMONY

1. When is the Ceremony?

A: Friday, June 14, 2024, at 6 p.m.—*Candidates need to arrive by 4 p.m.*

2. How do I tell you I want to participate?

A1: Apply to graduate online at:

A2: RSVP online by Friday, May 10, 2024, to participate in the ceremony.

3. Will there be a rehearsal?

A: No, a ceremony walk-through is included in this packet.

4. When do I need to arrive for the ceremony?

A. Candidates need to arrive by 4 p.m. on Friday, June 14, at the UCC Gym. Late arrivals will lose their proper place in the line-up and be added to the end of the line. (We need to have everyone lined-up to receive pertinent information about the ceremony, take group photographs, and to ensure the appropriate names will be called).

5. Will there be places for my friends & family to sit?

A. The seating is first-come, first-serve, so guests should arrive early. Since the ceremony will be held outdoors, there will be grassy areas for guests to bring blankets or lawn chairs.

6. Is there a designated place to store personal items during the ceremony?

A. A location in the UCC Gym will be available for graduates to leave purses, etc. during the ceremony. The door will be locked prior to the processional and will be re-opened for 30 minutes immediately following the ceremony. (*UCC is not responsible for lost or stolen items*).

REGALIA

9. How do I get my cap & gown?

A. Cap & Gown distribution is scheduled for Monday, Tuesday and Wednesday, June 10, 11 & 12 from 10 a.m. to 2 p.m. in the UCC LaVerne Murphy Student Center Lobby.

10. Who are the candidates for Highest Honors?

- A. UCC recognizes a 4.00 cumulative GPA for Highest Honors at the end of winter term 2024. Candidates will wear a gold stole during the ceremony to signify this achievement.
- i. This Honor Stole MUST BE RETURNED to the college or a fine will be incurred.
 - ii. Candidates who have purchased the Phi Theta Kappa stole may wear them in the ceremony.
 - iii. Honor students with a cumulative GPA of 3.75 or above as of the end of winter term 2024, will be listed as graduating with honors in the program.

11. Where do I get my Honor Stole?

A. Honor Stoles are checked out during Cap & Gown distribution on Monday, Tuesday and Wednesday, June 10, 11 & 12.

12. Do I need to return anything after the ceremony?

A. The cap, gown, tassel, and diploma cover are yours to keep. **If you are wearing an Honor Stole, it must be returned.** If honor stoles are not returned by Monday, June 17, a \$30.00 fee will be placed on your student account.

DIPLOMA

13. Do I need to go through the ceremony to receive my diploma?

A. Participation is optional. However, we encourage you to attend the ceremony to celebrate your achievement.

14. When will I receive my diploma?

A. Upon the verification of the degree audit, your transcript will show your program completion and graduation date. Your actual diploma or certificate will be mailed to you within six weeks.

15. Will my full name be printed on my diploma?

A. The name you provided on your Graduation Application will be the name printed on your diploma.

16. Will I get a cover or case to store my diploma?

A. A diploma cover will be given to you as you walk across the stage during the ceremony. (This will NOT contain your actual diploma). If you choose not to participate in the ceremony, you may pick up a diploma cover from the Office of Registration and Records in the LaVerne Murphy Student Center beginning Monday, June 17, 2024.

MISCELLANEOUS

17. What are the dates & deadlines I should be aware of?

A1: **May 10, 2024** – RSVP online at:

<https://umpqua.edu/academics/academic-resources/registration-records/graduation/>

A2: **Jun 14, 2024** - Arrive in the UCC Gym by **4 p.m.**

18. Are graduation announcements available?

A. Yes! You may purchase generic announcements at the UCC Bookstore.

19. Are photographs available?

A. Yes! Although you are under no obligation to purchase photographs.

{captivating} photography by Kellie Trenkle will be available on Wednesday, June 12, 10 a.m. to 3 p.m., and on Friday, June 14, 1 to 4 p.m. in the LaVerne Murphy Student Center Lobby to take portrait photographs.

UCC Hawk Shop

Graduation announcements, gifts, mementos and more!



Gifts & Mementos

- ✓ Mugs & Tumblers
- ✓ Lapel Pins
- ✓ Pennants
- ✓ Blankets
- ✓ Watches
- ✓ Engraved Pen & Keychain Set
- ✓ Picture Frames
- ✓ Automobile Windshield Shade
- ✓ Stickers

Apparel

- ✓ Sweatshirts
- ✓ T-Shirts
- ✓ Joggers
- ✓ Hats & Beanies
- ✓ Scarves
- ✓ Socks



Let your family and friends know of your accomplishments with Umpqua Community College graduation announcements!