



ARE YOU GRADUATING IN MAY?

Be sure to complete the following steps:



- Check your degree plan to ensure you have completed all required courses.
- Find all degree plans and checklists here:
<http://www.sscok.edu/schedule/Academics/AcadPgDegee.html>
- Visit with your advisor to talk about your next steps.
- Complete the online graduation survey—the link will be sent to your SSC email account with the subject “Graduation Survey” if you have earned more than 40 credit hours.
- Pay special attention to your answer in the survey concerning whether you want your diploma mailed to a certain address or held at the Admissions office for pick-up.
- If you would like to participate in the commencement ceremony in May, visit the SSC Bookstore by May 1.

→ SSC COMMENCEMENT DETAILS ←

DATE, TIME & LOCATION

Although students may complete degree requirements and graduate at the end of the fall, spring, or summer semesters, Seminole State College has only one commencement ceremony each year and it follows the spring semester. This year it will be held on **Friday, May 5, 2017 at 10:30 AM in the Raymond Harber Field House** on the SSC campus.

PARTICIPATION

Fall 2016 graduates and Spring and Summer 2017 expected graduates are encouraged to participate in the ceremony. To reserve your spot, go to the SSC Bookstore in the Student Union to purchase a cap and gown by Monday, May 1, 2017. Graduation announcements and t-shirts are also available for purchase.

AUTHORIZED REGALIA

Students in SSC honor organizations (Phi Theta Kappa, Sigma Kappa Delta, Psi Beta, & Mu Alpha Theta) will be provided graduation regalia by their organizations. Also allowed are cords or stoles provided by Tribal Higher Education Programs. Other accessories or commencement regalia must be approved on a case-by-case basis with the SSC President’s Office.

DAY OF GRADUATION

SSC does not have a rehearsal for the graduation ceremony. Office staff will assist students the morning of May 5th. A table will be set up in the hallway in front of the Language Arts Department in Tanner Hall. Students must be there no later than 10:00 AM to check in, dressed in appropriate attire along with caps and gowns. You will be directed to where you line up after you check in. Office staff will let you know when the procession will begin to the gymnasium. **DETAILED INSTRUCTIONS CAN BE FOUND ON THE NEXT PAGE.**

Friends and family members are encouraged to attend; please note that space is limited inside the gymnasium, so it is best to arrive early to ensure a spot in the audience. There will be a professional photographer at the ceremony to take pictures of students—the company will contact students after the ceremony about the purchase of these pictures. Family and friends must stay back behind designated areas to ensure an orderly student procession.

Please contact the SSC Admissions Office with questions at 405-382-9230 or admissions@sscok.edu.

SEMINOLE STATE COLLEGE GRADUATION

*Friday, May 5, 2017 at 10:30 A.M.
Raymond Harber Field House*

Seminole State College does not have a rehearsal for the graduation ceremony. Below, you will find very important information about what will take place graduation morning that should be read carefully.

Office staff will be there to assist you that morning. A table will be set up in the hallway in front of the Language Arts Department in **Tanner Hall**. You must be here no later than **10:00 AM to check in**. You will be directed to where you line up after you check in. Office staff will let you know when the procession will begin to the gymnasium.

- Your tassel (on top of your cap) should be on the right side, and you will move it to the left when Dr. Utterback tells you to do so.
- Please remain in a single file line and follow the person in front of you during procession.
- Remain standing when you enter your row. You will be told when to be seated. There will be a graduation program in your chair in the gym.
- Office personnel will tell you when to stand and go to the podium—please remain single file down the side of the podium behind the poles on the red carpet. Only one row at a time will be asked to stand and proceed to the red carpet.
- **Stand behind the first pole beside the podium—do not proceed to the podium until Dr. Mills gives you a signal to come to the podium and present your card. Go all the way up to the podium so he does not have to step away to get your card.**
- If your card has a small X on it above part of your name, we are unsure about the correct pronunciation. Please tell Dr. Mills (quietly and slowly) how to pronounce your name when you hand him your card.
- DO NOT proceed to Dr. Utterback until Dr. Mills has announced your name. After your name is called, you will proceed to Dr. Utterback and he will hand you an empty diploma cover. Then, you will shake hands with the regents and go to your chair and be seated while the other graduates receive their diplomas. You will be told when to stand as a group after everyone receives their diploma covers.
- There will be a professional photographer taking pictures. One picture will be taken as you receive your cover and one in front of the flags before you return to your seat. Please return in a timely manner to your seat since the flow of students must keep moving. The photography company will contact you by mail about the purchase of these pictures.
- Your diploma will not be in the cover—it will be mailed to you after grades and degrees are verified (final transcripts and diplomas are not available until after June 15th, 2017).
- Caps and gowns do not need to be returned—they are yours to keep.