

IU South Bend Commencement

Tuesday, May 7, 2024

Arrival 4:30-5:15 pm

Procession 6:30 pm

Ceremony 7 pm

Joyce Center, University of Notre Dame

Prior to Commencement

When you receive your regalia, please remove it from its packaging and make sure you received your full order, including a return shipping label. Hang your gown; you may need to steam it to get the wrinkles out of it.

Share the live broadcast link, [Commencement.iu.edu](https://commencement.iu.edu), with friends and family so they can celebrate virtually. Our ceremony will be featured at 6 pm on May 9.

Day of Commencement - Tuesday, May 7

Please check your email the day of Commencement. This is how the university will communicate any necessary updates.

On Commencement day, you will need to bring:

- Your robe
- Your cap and solid colored tassel (if you received a red and white tassel, it is a souvenir and should not be worn at Commencement)
- Your stole of gratitude (if you are a Bachelor's graduate)
- Your hood (if you are a Master's graduate)

Do not bring in any bags or purses for security reasons. Please leave personal items with a friend or family member. We cannot be responsible for unattended items during the ceremony. We also recommend you wear lightweight clothing under your gown. You may not wear corsages, jewelry, etc. over your academic apparel (cap and gown, stole, cords)

Graduates need to arrive at the Joyce Center Field House between 4:30-5:15 pm.

Parking is free and available in the lots off of Joyce Dr. Follow directions from the parking attendants. Plan for traffic delays and long walks to enter the venue.

- For those concerned about walking, please plan to be dropped off near the southwest corner of the Joyce Center at Joyce Dr and Moose Krause Cir.
- Enter the Joyce Center through Gate 3 on the northwest side of the building. Follow the sidewalk on the left side of the Joyce Center around to Gate 3. We encourage you to arrive early to allow time to park, walk (approx. 10 minute), and enter.

- Greeters will welcome you and guide you to your school/college to check in.
- Check in with your school/college to receive your name card and line up. Your name card will indicate the order you will line up, be used to identify you to the photographers, and for announcing your name during the ceremony.
- Are you concerned your name may be mispronounced? Go to the IU Alumni Association table in the middle of the field house after receiving your name card for help writing the pronunciation of your full name as it sounds.
- Honor Cords: Undergraduate students who have tentatively been accepted as honor degree candidates are entitled to wear "fourrageres," which are cream and/or crimson cords worn on the left shoulder. These honors are awarded by each academic unit, who will distribute the cords. They are yours to keep. There are no honor cords for master's degrees; where all degree candidates are considered honor students.
- Cap/Mortarboard: Wear your cap so the mortarboard is level. The front of the cap is indicated on the inside. Men should remove their caps during the singing of the National Anthem, while women keep theirs on.
- Tassel placement: Candidates for first degrees wear tassels on the right sides of their caps until degrees have been conferred by IU President Whitten. After conferral, bachelor and associate degree candidates move the tassel to the left side of the cap. Candidates who already have a degree wear their tassels on the left side.

Once lined-up, the processional will begin moving toward the arena around 6:15 pm

- Hold on to and do not bend your name card.
- Each school/college will be led by their faculty marshal. Follow your faculty marshal to the seating area on the arena floor, fill in every seat, and sit down. You will be asked to stand when faculty process in.

During the ceremony

- Graduates will be invited to the stage to have their name read and receive a diploma cover.
- Follow your faculty marshal to proceed to the stage. Access the stage by the steps on the right (as you face the stage). There is a lift available for graduates who need accommodation.
- You will have your picture taken and your name card scanned as you approach the stage.

- On the stage, give your name card to the name reader.
- Wait until the name reader announces your name, then proceed across the stage. Chancellor Susan Elrod and your program's dean will congratulate you and hand you a diploma cover.
- After descending the steps on the left side of the stage, you will pause momentarily for a photo with your diploma cover.
- Return to your seat and remain standing. Don't sit until your entire row has returned.
- The ceremony will last approximately 90 minutes.

Diploma covers presented during the ceremony will not contain actual diplomas. December graduates should have already received their diplomas. The diplomas for May, June, and August graduates should be available approximately six-eight weeks after you have been certified for graduation. Spring and summer graduates will be notified via your IU email by the registrar's office when your diplomas have arrived.

Family and Friends: Commencement is not a ticketed event, so bring as many family and friends as you would like. Your guests may enter the Joyce Center through the main entrance (Gate 9) or Gate 10 at 5:30 pm. Seating is general admission and available on a first-come, first-served basis. For guests needing an elevator, please use the main entrance.

- **There will be a clear bag policy in place.** Guests are permitted to bring in clear bags that are approximately the size of a one-gallon freezer bag or smaller.
- For the safety of all guests and to ensure all attendees have an unobscured view of the ceremony, these items are not permitted: signs, banners, balloons, flags, noisemakers, weapons, outside food/beverage, packages, backpacks/bags.
- Please leave any valuables or personal belongings with a family member or friend to hold.

Graduation Photos: Photographs may be taken at any point during the ceremony; however, you may be restricted from photographing in certain areas. Indiana University contracts with GradImages to take photos of the graduates during the ceremony. Graduates do not need to sign up for these photographs before the ceremony. A photographer will take their picture before they go up to the stage, as they are crossing the stage, and when they step down from the stage holding their diploma covers. Proofs and order forms will be emailed to graduates after graduation.

Special Accommodations: If you require special assistance, please contact the Alumni Office in advance of the ceremony. A lift is available for graduates to access the stage. Seating for guests utilizing a wheelchair or scooter is available in the arena. For those with limited mobility, elevators are located at the main entrance/Gate 9. The ceremony will be open captioned on video screens. For further information, please contact our office.

Questions & Concerns: Please contact Moira Dyczko, Director of Alumni Relations and Campus Ceremonies with questions. 574.520.4383 or mdyczko@iusb.edu. She's here to help!

