



The Commencement ceremonies will be held on Saturday, December 9th, 2023, at the Minneapolis Convention Center located at 1301 Second Avenue South Minneapolis, MN 55403. The times of the ceremonies are listed below.

Is Commencement the same as Graduation?

No, Commencement is a formal event, held twice annually (spring and fall), to celebrate and recognize the milestone of completing (or the anticipated completion of) a program or degree. Participation in commencement is optional and does not confirm completion of degree requirements. Commencement activities (Commencement Expo, President’s Outstanding Student Awards, and Commencement) are facilitated by Student Life & Leadership Development.

Graduation is the official confirmation of the completion of all degree requirements, and is recorded on your official transcript, both of which are administered by the Registrar's Office.

Livestreaming

Livestreaming will be available the day of Commencement. Viewers can access the livestream by going to: www.metrostate.edu. You will also be able to view on our YouTube channel: <https://www.youtube.com/c/MetropolitanStateLive/videos> Please note that the videos will not appear (go live) until about 15 minutes prior to the ceremony start.

Ceremony Information

In an effort to provide a better experience for all graduates and their guests, we have split Commencement into two ceremonies. Please be sure you attend the correct ceremony – this is particularly important if you are “double-majoring” (see the FAQs below for more information on this). Your major or area of study determines which College or School with which you should Commence. If you are not sure about your College or School

The following table includes information about Commencement ceremony times.

<p>1st Ceremony December 9th, 2023 begins at 10:30 am., arrive at 9:45 am.</p>	<p>2nd Ceremony December 9th, 2023 begins at 2:30 pm., arrive at 1:45 pm.</p>
<p>Participants include the undergraduate, master’s, and doctoral graduates from the following college:</p> <ul style="list-style-type: none"> • School of Urban Education • College of Liberal Arts • College of Individualized Studies • College of Sciences • College of Nursing and Health Sciences 	<p>Participants include the undergraduate and master’s degree graduates from the following colleges:</p> <ul style="list-style-type: none"> • College of Community Studies and Public Affairs • College of Management

Arrival Process - Day of Commencement

- Graduates and guests should arrive about 1 hour prior to start time. Graduates need to make their way to the processional line up room (signage and staff will be directing students).
- Doors to the auditorium open about 45 minutes prior to ceremony start time and close (temporarily) about 5 minutes before start time. All guest seating is general admission.
- Please keep all members of your party together, especially children/minors. Minors should not be left unattended.
- The ceremonies will run for about 90 minutes.
- Late arrivals and guests without wristbands will be seated after the processional (about 10 minutes into the ceremony) if, we are not at capacity.
- If you are a late arrival, please be mindful that the ceremony has already started. Please keep your voices to a low level out of respect for the graduates. Seating will be at the back of the Auditorium.
- Once you are seated, please do not move around in the auditorium. The University has hired photographers and videographers to document the event, so please refrain from moving around the auditorium to take your own photos.

Graduation Workshop and Commencement Workshop in D2L

For most students, your registration into the Graduation Requirements Workshop (WKSP GRAD) and selecting "yes" for participation in the Commencement Quiz has put you into the Commencement Workshop and you are RSVP'd for Commencement.

Students graduating in Summer:

If you are a student graduating in summer that would like to participate in Commencement you will need to decide if you want to "walk early" (Spring) or wait until the December Commencement. If you wish to wait until December then sign up for the Summer Graduation workshop and select "yes" in the Commencement Participation Quiz - that will automatically add you to the Fall (December) Commencement. If want to "walk early", do NOT sign up for the Spring Grad Workshop (still do the Summer Workshop) but e-mail student.life@metrostate.edu to let us know you wish to walk early in the Spring so that we can add you to the Commencement Workshop in D2L. Do know that students who walk early will not have their name in the program. Instead, it will appear in the Fall Semester program. If you would like to walk early, let us know:

1. Your name
2. Student ID number or STAR ID
3. College/Program you are in
4. That you wish to participate in the Spring Ceremony (again, this is only for Summer Graduates)
5. Remember that you will still need to sign up for the Summer Grad Requirements Workshop to complete the graduation process



Wristbands

Once a student has been added to the D2L Brightspace Commencement Workshop, they will receive 7 wristbands at Commencement Expo on October 28th (more info on it below).

Students who are unable to attend Commencement Expo, or are added to the Commencement Workshop after the Expo, can pick up their wristbands between October 31st, until Thursday, December 7th at 4:00 p.m., from Gateway Student Services during their normal business hours. Gateway Student Services is located on the First Floor of Founders Hall on the St. Paul Campus.

Student Life & Leadership Development understands that some students need more than 7 wristbands. If you are a student looking for additional Commencement wristbands or have extra wristbands we encourage you to talk with your peers or cohort members to see if they will not be using all of their allotment. We are unable to provide extras, but remember that we will re-open doors shortly after ceremony start for late arrivals and excess guests (until/if we reach capacity).

Additional options include a Livestream of the Commencement Ceremony Online (see Livestreaming above).

International Guests Invitations

The Registrar's Office no longer provides letters for students with international guests.

Instead, please log in to D2L Brightspace and go to the Commencement Workshop. Once you have logged in, click the "Commencement Participation Certificate" tab and you will be able to download a certificate verifying that you are participating in commencement. Your international guest(s) may submit this certificate as part of their VISA/International Guest Application with their respective embassy.

Graduate Line Up

Graduates will line up in a room (typically downstairs) of the Minneapolis Convention Center according to their degree and/or by their college/school signage. Graduates will line up as per the listings below. Signage and staff will guide students to the designated line up space.

We ask that families and guests remain in the wristband line/lobby or in the auditorium. If a graduate has children or minors with them, we ask that they work to secure childcare for their children during the ceremony.

Each graduate will receive a name card in the Graduate Line Up room. This name card is handed to the speaker on stage, who will read your name as you walk across the stage.



- **Doctoral and Masters** graduates will line up by their degree name posted on the wall.
- **Bachelor's** graduates will line up with the college/school they are receiving their degree from.
 - If you are not sure which college you are receiving your degree from, contact your academic advisor, see the FAQs below or visit this Metro State webpage: <https://www.metrostate.edu/academics>

If a graduate is late to the ceremony, please go to the Info Desk in the lobby. Staff will guide you to your designated seat with your academic college/school.

Regalia information

Regalia (caps, gowns, tassels, stoles, honor cords, invitations, etc.) can be purchased at:

Commencement Expo
Saturday, October 28, 2023
9:30am-1:30pm
New Main Great Hall

Our vendor is Herff Jones (herff.ly/metrostate). Please go to the D2L Commencement Workshop in early October to complete PDF forms and to get information regarding regalia pricing and ordering. To order online, go to the Herff Jones Website above. Very limited numbers of regalia will be available for purchase at Commencement.

Questions about regalia, purchases, returns or exchanges:

If you have questions about regalia, including returns/exchanges, please contact gradmidwest@gmail.com and Herff Jones will help you with your questions/inquiries.

Custom stoles and caps:

A couple of varieties of stoles can be purchased through Herff Jones - those are pre-approved. Some students like to customize their caps or get a custom stole. If you have a custom stole or cap please contact: student.life@metrostate.edu for approval. Decorated caps or other stoles are generally approved so long as they are not offensive or distracting.

How to wear your regalia:

Tassels should be worn as follows:

- **Doctoral and Masters graduates:** Left shoulder side
- **Undergraduate graduates:** Right shoulder side



Stoles should be worn over your gown. You may wear as many stoles as you would like.

Caps can be decorated, so long as they are not offensive or distracting.

Doctoral graduate hoods should not be worn until a student is hooded on stage.

Processional

A university staff member will lead graduates into the auditorium at the beginning of the ceremony. Graduates will follow the person in front of them in a single line. Once in the auditorium, additional staff members will help direct graduates into the proper row to be seated.

During the processional, we ask that guests stay at their seats. We also ask guests to keep walkways clear in case of emergency. This allows for a smooth and safe ceremony for all participants.

While graduates are entering the auditorium, guests in the wristband line will be asked to remain outside the auditorium until all graduates and university staff have been seated. Guests will be allowed into the auditorium after the University President's opening remarks. This is about 10 minutes after the ceremony has begun.

Graduates are expected to stay until the end of the ceremony.

Accessibility at Commencement

Commencement has accessibility services to ensure that all participants are able to celebrate with their loved ones. Reservations, in addition to a wristband to Commencement, are required for accessible seating.

Please arrive to your designated Commencement Ceremony at least 30 minutes before the start to ensure accommodations are met.

For accessibility-related accommodations, contact: accessibility.resources@metrostate.edu

Frequently asked questions/Additional guest information

- **Wristbands:** All guests, including children/toddlers who will have their own seat (2 and above), need wristbands for the ceremony. Infants/children under 2 do not need wristbands. Strollers and carriers must be stored outside the auditorium. Please inquire about storing such items with security staff. If you do not have a wristband or arrive to the ceremony late, you may be allowed into the auditorium 10-15 minutes after the ceremony has begun until we have reached capacity.
- **Additional wristbands:** Student Life & Leadership Development will not be distributing additional wristbands.

FAQs (con't)

- **Parking:** There are several pay parking lots near the Convention Center. Guests may park at the Minneapolis Convention Center Ramp or access street parking. If any guests are not able to walk, please drop them off at the lobby to check in with Accessibility Services.
- **Balloons/Flowers:** Balloons and flowers are welcome, but they must be stored outside the auditorium to not obstruct views of the ceremony. Please inquire about storing such items with security staff as we have convenient locations to hold these until after the ceremony has completed.
- **Photography and videography:** Metro State University has hired photographers and videographers to capture the Commencement Ceremonies. Please do not leave your seats to take photos or videos.
- **Colleges and Schools:** Metropolitan State University is comprised of six (6) colleges and one School. So, while you are graduating from Metropolitan State University you have also completed your degree in the College of Liberal Arts, College of Management, School of Urban Education, etc. This is important to know as we conduct two Commencement ceremonies and only have certain Colleges at each one. See the chart on page 1 for the ceremony split.
- **Bachelor or Master of Arts (BA/MA), Bachelor or Master of Science (BS/MS):** Your final degree will be either a BA/MA or a BS/MS (unless you are receiving a Doctorate). The difference between “Arts” and “Science” tends to signify whether there was a greater concentration of coursework focus on arts and humanities or toward scientific and technical fields. It does NOT signify what college under which you should commence. So, as examples, a Bachelor of Science in Accounting falls under the College of Management (**not** the College of Sciences) and a Bachelor of Arts in Individualized Studies falls under the College of Individualized Studies (**not** the College of Liberal Arts). You need to know/double check what College your degree falls under. This is easily done by clicking the “Academics” choice on Metro’s Home Page and selecting “Colleges, Schools and departments”
- **Double Major:** If you will be receiving a double major you will need to decide which major (and, therefore, which college) you would like to Commence with and then sit with that college.
- **Please stay in your seats:** We ask that guests stay at their seats during the processing, ceremony, and recession. Please do not stand in walkways or enter/exit the Auditorium repeatedly, unless you need to access the bathroom or would like to sit in the Lobby. This movement and noise can be distracting to graduates, their guests, and can be heard on the livestream.
- **Lost and found:** Any lost items will be turned in to the Minneapolis Convention Center Security Desk.

Questions

For questions regarding Commencement, contact Student Life & Leadership Development at: student.life@metrostate.edu