**Ethnic Studies/Native American Studies Ceremony Description**

11:00 – 11:30 ~ Grads check in with ES Staff by at Education West Lawn

11:00 – 11:30 ~ ES Staff Members give Name Cards to Faculty

11:45 – 11:55 ~ Office Coordinator lines up Grads, gives final roll call and class pictures

12:00 ~ Department Head(s)/faculty process Grads to their seats

Opening remarks by Department Head/Associate Head

Presentation of Awards

Remarks by Invited Speaker(s)

Student’s name is called, student stands at the corner of stage near stairs

Professor introduces student

Student walks over to podium, shakes hands, is handed diploma cover and:

- pauses on stage with professor for photograph
- goes down the stairs at other side of stage & pauses for individual photograph
- walks back to seat

After last student has accepted their diploma cover and sits down, the professor at the podium will invite individual students to speak

Closing remarks by Department Head/Associate Head

At end of ceremony, Department Head ‘graduates’ the class by having them rise and officially move their tassels from *right* to *left*

Department Head(s)/faculty will process the graduates out

1:15 ~ Reception begins!