**Spring 2019 Graduate Instructions**

**The Clyde Muse Center│515 Country Place Parkway, Pearl, MS 39208**

**Wednesday, May 15, 2019**

*2:00 p.m. - All Nursing and Allied Health Graduates*

**Thursday, May 16, 2019**

*9:00 a.m. – Academic, Career and Technical Graduates (last names A-H)*

*12:00 p.m. - Academic, Career and Technical Graduates (last names I-P)*

*3:00 p.m. - Academic, Career and Technical Graduates (last names Q-Z)*

1. Hang up your gown so the wrinkles will fall out. Be sure to bring all parts with you to the ceremony – cap, gown, tassel, velvet stole and any approved honor society stoles that you may have acquired.

**Note**: Only official Hinds Community College graduation attire shall be worn. Official graduation attire is that attire sanctioned by the college to be worn during graduation commencement exercises. Attire from national honor organizations, such as Phi Theta Kappa, is an example of approved attire.

1. Your graduation cap should be worn flat on the top of your head with the tassel placed to the right – front side of the cap until your degree is conferred. Graduation caps are to remain as they are at delivery and **are not to be decorated**.
2. There is no rehearsal for the commencement exercises so, unless otherwise specified, you must report to the lobby of The Clyde Muse Center at least 30 minutes prior to your assigned commencement exercise. You must be on time or you will not be allowed to march in the processional.
3. Graduates requiring special assistance should contact the Graduation Coordinator at 601.857.3214 to arrange special accommodations. Guests requiring special assistance should use the main entrance of The Clyde Muse Center where there will be Hinds staff members available.
4. Purses, cell phones and other personal belongings should be left with family members or guests. You will not be allowed to take these items into the ceremony.
5. You should report in proper attire, which includes dress clothes and dress shoes. Please do not wear corsages.
6. Men, you should remove your graduation caps for the invocation and the benediction.
7. When you walk across the stage, you will hand a card to a reader that will announce your name. A vice-president will be presenting students with a 3.2 or higher GPA with an honor cord. Another vice-president will hand you a diploma cover, shake your hand and say, “Congratulations.” Please look at the vice-president, say, “Thank You,” and continue off the stage and wait for the signal to be seated.
8. You and your guests are encouraged to agree upon a meeting place outside of the building after the ceremony for family pictures and fellowship (weather permitting). The lobby area will be very crowded.
9. There will be a photographer available before and after the ceremony for formal cap and gown pictures. The photographer will also be taking pictures of you as you receive your diploma covers on stage during the ceremony. You will receive proofs of these photos via e-mail within a few days of graduation for possible purchase. You will also receive proofs from the photographer several weeks after the ceremony. This photographer is not affiliated with Hinds Community College.
10. After taking pictures with family and/or the graduation photographer, please turn in your gown, black stole, and white collar where you checked in. You may keep your cap and tassel. You will receive your diploma at that time. If there is an error in spelling or degree, please return so that we may make the correction and reprint your diploma.
11. Hinds Community College is proud to announce the live webcast of our commencement exercises. High-speed internet access is required for viewing. Go to **www.hindscc.edu/admissions/graduation** for instructions on viewing the webcast. Commencement exercises will be archived at this site. Please share this information with family and friends who may be unable to attend the ceremony. Hinds Community College is proud of your accomplishments and we take great joy in sharing this celebration with as many virtual guests as possible.

**Spring 2019 Guest Instructions**

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**Thursday, May 16, 2019**

*9:00 a.m. – Academic, Career and Technical Graduates (last names A-H)*

*12:00 p.m. - Academic, Career and Technical Graduates (last names I-P)*

*3:00 p.m. - Academic, Career and Technical Graduates (last names Q-Z)*

1. The commencement exercise will start promptly at its scheduled time, so guests should report to the auditorium at least 30 minutes prior to the start of the commencement exercise.
2. The doors to the main seating area in the auditorium will close 5 minutes prior to the start of the commencement exercises. Guests arriving after this time will be directed to the balcony area as space is available.
3. To prevent crowded hallways, please do not accompany your graduate to the graduate check-in and assembly area. Please go directly to the auditorium to be seated.
4. Graduates will not be allowed to wear corsages or carry personal items into the ceremony. Please assist them by holding these items for them until after the ceremony.
5. Guests should stand during both the processional and the recessional parts of the ceremony. Please allow all graduates to exit the auditorium during the recessional before leaving your seating area.
6. Guests and their graduates are encouraged to agree upon a meeting place outside of the building after the ceremony for family pictures and fellowship (weather permitting). The lobby area will be very crowded.
7. Please remind your graduates of their opportunity to have a formal cap and gown picture made with a photographer before or after the ceremony. Also, remind them of the opportunity to receive photos of themselves receiving their diploma on stage during the ceremony. Your graduate will receive proofs of these photos via e-mail within a few days of graduation for possible purchase. Your graduate will also receive proofs from the photographer several weeks after the ceremony. This photographer is not affiliated with Hinds Community College.
8. Guests requiring special assistance should report to the main entrance of The Clyde Muse Center where assistance will be provided.
9. Please hold applause for your graduate until all of the graduates for that degree have been presented. This will allow those guests around you to hear their graduate’s name called. Your assistance with holding applause for individual graduates will aid us in properly recognizing each graduate participating in the commencement exercise.
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