

# CEREMONY PROGRAM AND PROCEDURES

## *Comox Valley Campus Graduation 2019*

Ceremony Start Time: 1:00 pm

### Program

1. Procession of the Platform Party, Faculty and Graduates into the auditorium
2. Welcome and Introductions
3. O Canada
4. Presentation of Awards
5. Student Speaker
6. Presentation of Scrolls
7. Closing Remarks
8. Recessional of the Graduates, Faculty and Platform Party out of the auditorium

### Receiving Your Scroll

1. You will be ushered to the stage and given your name card. Present your name card to the Master of Ceremonies prior to crossing the stage.
2. The Master of Ceremonies will announce you.
3. Proceed to the centre of the stage to meet the Presenter.
4. The presenter will hand you the scroll and shake your hand. Shake hands with your right hand, you will both then turn to face the audience **and pause (count to 3) for your photograph.**
5. Continue across the stage and down the ramp.
6. Proceed down the centre aisle to the back of the arena. Then turn right and return to the graduate seating area.
7. Return to your seat.

**We ask that all grads and their guests remain seated until the end of the ceremony so that we can properly recognize all participants.**

After the closing remarks you will be directed to join the Recessional to exit the auditorium. A formal Reception will be hosted at the Comox Valley Campus following the Ceremony.

**Congratulations ... Enjoy!!**