

# Instructions for Graduates

- **Line up in alphabetical order** by last name (**A-L Blue** Line & **M-Z Red** Line).
- Look for signs on walls to **find your letter**, or ask a worker in a red vest.
- **Hang on to the name card** you will be given.
- **If you have “Summa Cum Laude” on your card**, move to the front of the **blue line** regardless of your last name.
- **When processional begins** walk slowly. You will be seated in rows of ten.
- **If you are handed a “start a new row” paper**, show it to the person assisting with seating you on the floor so they know to move you to a new row.
- **After processional**, remain standing until instructed to be seated after the national anthem.
- **You will be released by rows to your left** to approach the stage line.
- **Outstanding Achievement grads (summa grads)** will be the last group instructed to approach the stage.
- **Take your name card with you.** Wait on the top step until your name is called.
- **Cross the stage, accept your diploma cover and pause briefly for a picture.** Exit the stage and the photographer will take a picture of you.
- **Return to your row** and remain until the end of the ceremony. Marshals and red vested workers will guide you.
- **When the ceremony ends**, you will be released one row at a time into the lobby or out a side exit door to the front patio area. Please move through the lobby and outside to meet your party to **avoid crowding the exit of the line.**
- **A photo backdrop is set up in the lobby for pictures.**

## After Commencement

- **Grades and transcripts will not be available until May 22nd.** Degrees may take 6-8 weeks to be posted and mailed to you. Keep your address current.
- **Transcripts may be requested via the Jefferson College website.** Please check “wait for grade posting” or “wait for degree posting” if applicable. If you do not check this, transcripts will go be sent without these updates.
- Check out the Jefferson College Commencement webpage for **commencement videos which will be posted approximately June 1st** and remain accessible for one year. ([jeffco.edu/commencement](http://jeffco.edu/commencement))

**Share your photos from today using #JeffcoGrad**

*Have a question? Ask someone in a red vest.*

**CONGRATULATIONS ON YOUR ACHIEVEMENT!**

The administration, faculty and staff are very proud of you!