

Prospective Graduate Information

MARCHING CARD INFORMATION. Thank you for choosing Oakwood University.

- **CLEARANCE: Financial Aid Exit Interview/Graduation Clearance: April 16 - 20, 2012 (Pick-up clearance form in the Records Office, and proceed to Financial Aid Office)**
- **COMPLETE: Graduation/Senior Clearance Form – Obtain all signatures and submit when picking up Marching Card (Must be completed by Thursday, May 10, 2012).**
- **COMPLETE:** All surveys and permanent address information for mailing of your diploma. Instructions will be given during rehearsal for **Spring Commencement Weekend 2012**. If you are picking up a graduation packet for someone else, **you must present a signed statement from that individual. (Step #1)**
- **GO: To Oakwood University Church (OUC), Multipurpose Room south to pick up Marching Cards, May 10, 2012, 9:00 – 11:00p.m., and May 11, 2012, 9:00 –11:00a.m. Records Office. (Step #2)**
- **REHEARSAL:** When you come for rehearsal on **Thursday, May 10, 2012 @ 11:30a.m. – 1:00p.m.**, please sit in the area marked with your degree. (Signs will be posted).
- **Line Up instruction and ceremony times are as follows (Arrive on time):**
Arrive at the Monument to Service one hour before Consecration (OUC), Friday evening, May 11, 2012, 8:00 p.m.
Arrive at the Von Braun Center/East Hall one hour before Baccalaureate, Saturday morning, May 12, 2012, 10:45 a.m.
Arrive at the Von Braun Center/East Hall one hour before Commencement, Saturday evening, May 12, 2012, 8:00 p.m.

INFORMATION FOR CONSECRATION/BACCALAUREATE/COMMENCEMENT

- Follow Commencement line-up schedule. Wear hoods, honor/officers' cords. Men wear dark pants, socks, shoes and ties with white shirts. Ladies wear dark dresses and shoes; collars should not show.
- Tassel should be on the right side of motor board (cap).
- Bring your marching card to all three services in order to participate. Pin marching card to your Kente Cloth or the inner lining of your robe – two safety pins are provided in your packet. When it is time to receive your diploma, hand your marching card to the line monitor. **You must have your Marching Card with you for all three services (Consecration/Baccalaureate/Commencement). Your name cannot be called without your card.**
- Leave purses and other accessories with friends or family members. Do not bring purses, etc. to line-up for processions.
- **No pagers, cell phones, two-way radios, gum chewing, attention tactics or slowing the line.** Please be considerate of the speaker, your fellow graduates and your audience.
- When entering the row for seating, turn and face the middle aisle.
- Face the podium on the organ chord. Remain standing.
- Men remove your mortarboards during prayer.
- Please give attention to the monitors who will assist you during the processional, seating, to the podium and return.
- Master of Arts graduates will be hooded before shaking hands with the University President.
- Pause with the President during his handshake and photo opportunity. Proceed to the rear of the arena for the 2nd photograph.
- Graduates will exit after the faculty at the end of Commencement.
- Faculty will form an honor guard to greet you as you exit following Commencement on Saturday evening. Please be considerate of those behind you and move with dispatch.

DEGREE INFORMATION

- ✓ Degrees will be mailed to your permanent address on file, pending all degree requirements are met.
- ✓ You should receive your degree if all requirements are met on or before **June 30, 2012**.
- ✓ Degree dates should be posted to your transcript in approximately two (2) to three (3) weeks from date of graduation.

Congratulations and Best Wishes from the Records Office Staff, it is our goal to be of service to you during this weekend.