Congratulations! You have reached an important milestone of your formal education at Long Beach City College. You are about to receive the recognition you so rightfully deserve and should be very proud of your accomplishment. May 25th serves as an important rehearsal for our May 26th ceremony. It is important to the members of the LBCC faculty and staff that this formal graduation ceremony be enjoyable for not only you, but for your family and friends as well. To assure this happens, we want to familiarize you with some important parts of the process.

**WHAT WILL HAPPEN AT REHEARSAL, MAY 25TH, 6:00 P.M.**

**Prior to Rehearsal**
- Pick up a blank index card from the tables located on the south west end of stadium, outside gate, look for the “Grad Check In” sign.
- Please print your name legibly on the index card. If your name is difficult to pronounce, write it phonetically so the reader will have an easier time pronouncing your name. Example: Fylpaa — FILL PAW, print neatly.
- Fill in every seat starting from the front to the back. Please leave the front row on either side of the stage vacant for the President's scholars and members of your student government. Associate of Art/Science degree recipients should sit in the sections closest to the stage. Certificate recipients should sit in the second section.
- Read the rest of this packet so you will be familiar with what will happen next.

**Rehearsal (order of events) 6 p.m.**
- Welcome
- General Instructions and Information
- Recessional - All rows will stand and face the stadium stands. The marshals will direct you from your seats to the area you will begin for graduation. Follow them closely.
- Processional (This is the starting point for graduation.) 2 lines will be formed. The starting location for graduates will be at the south end of Veterans Stadium (where the scoreboard is located). You will meet in the parking lot.
  a. If you wish to sit next to a friend, be sure to stand directly in front of or behind him/her. Chances are very good that you will sit next to each other unless the seats divide you into separate rows.
  b. Marshals will lead the 2 lines back into the seating area.
  c. Be sure to follow the person in front of you.
  d. Do not switch or combine lines.
  e. The two lines will proceed along the track in front of the stands and then turn right into the seating area.
  f. As you start entering your row of seats, the marshals will count off the number of graduates to sit in that row. If the marshal asks you to move to the next row, please cooperate and do so quickly so the line behind you doesn't back up. Fill in every seat!
  g. Remain standing when you arrive in front of your seat. You will be seated after the welcome, Pledge of Allegiance and the National Anthem.
- Recognition of Certificate Recipients
  a. After the commencement speakers have addressed the audience, the Vice President of Student Services will recognize certificate recipients.
  b. The marshals will signal for certificate recipients to stand when the Vice President says...... “Let us now present and recognize the recipients of our occupational and vocational certificates for the academic year 2009-2010.” As soon as “2010” is said, all certificate recipients stand when the marshal raises his/her scepter. Graduates stay seated.
  c. Certificate recipients will be directed to the podiums to have their names read and certificates presented. At that point, follow the same specifics as listed under Receiving Diplomas below.
• Presentation of Graduating Class
  a. After the scholarship and honor award presentations are made, Eloy Oakley, Superintendent/President, will present the graduating class.
  b. The marshals will signal for you to stand when Eloy Oakley says..."I present to you the graduating class of 2010". As soon as "2010" is said, all graduates stand at the same time when the marshal raises his/her scepter.

• Conferring of Degrees
  a. After all graduates are standing, the President of the Board of Trustees will come to the podium and respond by saying a few words. He will end with the following statement: "I confer upon you the degree of Associate of Arts or Associate of Science."
  b. At that point, all graduates will move tassels from right side of cap to left side of cap.
  c. All graduates will then be seated.

• Receiving Diplomas
  The marshals will now direct you to the podium to receive your diploma.
  a. As soon as the row in front of you stands, start paying attention to the marshal located at the end of your row on the side closest to the stadium stands.
  b. He/she will signal your row to stand as a group after the row in front of you has exited.
  c. You will exit your row to the side furthest from the stadium stands and begin lining up to have your name read and receive your diploma.
  d. Pay attention to the marshal near the reader’s podium after you have exited. He/she will signal when you are to go to reader’s podium.
  e. Please move quickly from the reader’s podium to the individual giving you your diploma.
  f. Grasp the diploma in your left hand and shake hands with the individual with your right hand on top of the diploma. Turn and face the photographer at this time for your official photo.
  g. Exit the staging area down the center ramp. Return to your seat down the aisle closest to the stadium stands and be seated.

• Alma Mater
  After all diplomas are distributed and some closing comments are made, the band will play the alma mater. All graduates, certificate recipients, faculty, and staff will stand and sing. The words will be located in your program.

  City Collegium, we sing to thee
  Fair Alma Mater, down by the sea
  For honor and service, loyalty too,
  Thy sons and thy daughters pledge their best to you
  All Hail, All Hail

• Questions and Answers

WHAT WILL HAPPEN AT COMMENCEMENT CEREMONY ON MAY 26th

Prelude Music and Processional March - (remain standing when you arrive at your seat)
• Faculty & Administration – from center tunnel to track area
• Graduates – from south gates
• Certificate recipients – from south gates
• Faculty, Administration & Platform Party - from track area and center tunnel

Welcome /Pledge of Allegiance/National Anthem (be seated after the National Anthem)

Congratulatory Remarks from Faculty

Introduction of Valedictorian
Valedictory Address
Introduction of Commencement Speaker

Commencement Speaker

Recognition of Certificate Recipients
- Stand/sit when signaled by marshals
- Proceed to podium when signaled by marshals
- Return to seat and be seated

Scholarship and Honor Awards (stand if recognition applies to you)

Presentation of Graduating Class
- Stand if recognition applies to you
- Stand as group when signaled by marshals

Conferring of Degrees
- Turn tassel on cue
- Sit when signaled by marshals
- Stand and proceed to podium when signaled by marshals
- Return to seat and be seated

Closing Comments (remain seated for closing comments and instructions)

Alma Mater - (all stand, men remove caps and replace when alma mater is finished):

Recessional March – The platform dignitaries, administration and faculty will exit first. All graduates and certificate recipients will remain at their seats until they have exited and the marshals signal you to follow Ole. You will be exiting the seating area and the stadium following the route you entered graduation. You will be led around the stadium to the location of the After Graduation Reception. Family and friends will be instructed to exit through the tunnel and join you at the After Graduation Reception for congratulations and photos.

IMPORTANT POINTS TO REMEMBER

PLEASE INFORM YOUR FAMILY AND GUESTS THAT NO BALLOONS ARE ALLOWED IN THE STADIUM.

- For convenience, your guests should park in the stadium lot by entering off Conant Ave. If you drive alone, you too should park in the stadium lot. Family members need to enter the stadium through the west main gate.
- Report to the south check in area where you will line up no later than 5:30 pm for graduation. Be in line no later than 5:45 pm. The gates to the south entrance will be closed when the ceremonies begin at 6:00 pm.
- Pick up your name card immediately when you arrive at check in station.
- Report to the line you were assigned to at rehearsal.
- NOTHING can be carried with you during the ceremony. No purses, cameras, gifts, cell phones, flowers, leis, etc.
- The ONLY items allowed on gowns are AGS pins and stoles, ASB Cabinet, Viking Award, Five Jewel, Silver Key, Pacific Coast Crystal, Senate Star, or approved program pins. No other insignias, stoles, or flowers will be allowed. Pins should be worn on your left lapel. NO DECORATIONS ON CAPS! This will be firmly enforced by Student Life staff.
- Following the ceremony, you must return your hood to the tables located under the canopies in the “After graduation” reception area at the west entrance of Veterans Stadium. The cap, gown, and tassel are for you to keep as a souvenir.
- Certificate Recipient and Graduate Attire: Men should wear white shirts with dark pants. Women should not wear large earrings, beads, necklaces, etc., when wearing academic attire. NO HIGH HEELS (These will damage the track), sandals, or shorts please. Dress warmly under your gown. It tends to get cool around 6:00 in the stadium.
Note: We are hosting an “After Graduation Reception”. Immediately following graduation, you will be paraded by Ole to the west entrance of the stadium for a “meet and greet” with faculty, family and friends. Alumni booth, refreshments, music and fun will be provided. PLEASE HAVE YOUR GUESTS MEET YOU UNDER THE CANOPY OF THE DEPARTMENT/SCHOOL OF YOUR MAJOR AT THE RECEPTION. THIS IS THE BEST PLACE TO MEET YOUR FAMILY. A PHOTO STATION WILL BE PROVIDED FOR YOUR PICTURE OPPORTUNITIES.

SPECIAL ANNOUNCEMENTS

Various services will be provided following graduation. Most services will take place in front of the stadium, near the entrances to the stands.

- A hospitality booth for your family. The Alumni Association will serve complimentary refreshments. (Before graduation)
- Flower bouquets for sale from the Order of Kassai. (Before and after graduation ceremony)
- Our college mascot, Ole, will be available for photos following graduation.
- Information will be placed in your diploma cases giving you information on how order official photographs, class rings, and how to join the Alumni Association.
- Signing will be provided for the hearing impaired provided by the Office of DSPS.
- A special seating section for guests with disabilities. Parking located at south end of stadium.

Remember – You must turn in your hood at the tables when you exit the stadium.

Dr. Sabrina Sanders
Interim Dean of Student Affairs/Commencement Chair

AGAIN - CONGRATULATIONS ON YOUR ACHIEVEMENT
LBCC is very proud of you!

For assistance or accommodations, please contact Disabled Students Programs & Services at least three days prior to the event. (562) 938-4558 voice, (562) 938-4833 TTY or via email dsps-staff@lbcc.edu