

2023 Ivy Tech Community College Commencement
Thursday, May 4th at 7 p.m.
Hulman Center at Indiana State University
200 N 8th Street in Terre Haute

Carefully read the following information.

If you have any questions, please contact the Records Office for assistance at (812) 298-2318.

- **ALL GRADUATES MUST REPORT TO THE HULMAN CENTER BY 6:30 P.M.**
- **THERE IS NO REHEARSAL FOR GRADUATION.**
- **MASKS ARE OPTIONAL**

Here are a few things to note about the upcoming ceremony:

- 1. Entry to Hulman Center** – Graduates will enter through the north entrance. Family and friends can use the south entrance. Doors will be open at 6 p.m.
- 2. Check-in and Assembly** - Students will stop at the check-in tables to receive their name cards. Please do not bend the card or alter it. You may phonetically spell your name if you are concerned with pronunciation. You will then be directed to the assembly area.
- 3. Diplomas** – Please note that diplomas will be mailed out after degree completion. Diplomas **will not** be distributed at Commencement. **Prior to graduation**, log in to MyIvy and verify that your address is current to avoid your diploma being returned as undeliverable.
- 4. Photography** – There will be a professional photographer at Commencement taking photos of each graduate as they are handed their diploma on stage. Graduates will be able to download a copy of their photo in June by visiting www.ivytech.edu/locations/terre-haute/graduation-information. Graduates will also receive an email once the photos have been posted. Families are welcome to take pictures or videos but must remain in their seats so they do not block the view of the stage for other guests. **Share your photos with us using #IvyTechGrad and tag @IvyTechTerreHaute on Facebook and Instagram.**
- 5. Programs** - Commencement programs will be provided at the Commencement Ceremony.
- 6. Guests** – There is **no** limit to the number of people you may invite to the ceremony, and tickets are not needed for guests.
- 7. Suggested attire** - All graduates are required to wear a black graduation cap and gown and are encouraged to wear appropriate attire under their gowns. Flat, comfortable dress shoes should be worn as you will be standing for long periods and navigating stairs. Jeans, shorts or athletic shoes are not appropriate.
- 8. Caps, gowns, and tassels purchase** - The cap, gown, tassels, honor cords and stoles are yours to keep after purchase. If you would like to donate your cap and gown for a future graduate to use, please drop it off at the Records Office at your convenience. No graduation apparel will be sold at the ceremony. Graduates may purchase their cap and gown by visiting ivytech.shoophalli.com

9. Cap and Gown Prep and Care – It is suggested that prior to the ceremony students remove the gown from the packaging and hang it up to lessen the wrinkles (do not use a wire hanger). Do not iron the gown. Hang it in a steamy room (like a bathroom) for several days to lessen the wrinkles.

You may decorate your cap, as long as it is tasteful. Only the flat, top of the mortar board may be decorated. There may be nothing hanging down from any of the sides. Decorations must be flat on the surface of the cap. 3-D creations may be no higher than 1". The tassel must be able to be moved from one side to the other, as dictated during the ceremony. The ceremony staff has the right to require you to remove decorations.

10. Security of personal items - All personal items should be left with family members or friends. Please find a secure place for your items before you assemble and line up for the ceremony.

11. Special needs - Graduates requiring special assistance should contact Jaime Frey prior to the ceremony at jfrey@ivytech.edu, 812-298-2282, or 1-800-377-4882 extension 2282. The day of commencement will involve climbing stairs; if this will present an obstacle for you, please notify us so we can provide alternative arrangements designed to maximize your ability to participate in commencement exercises fully and safely. Assistance will be provided by the staff upon arrival at the check-in table. Sign language interpretative services will also be provided.

12. Parking-Free parking is available in the East and North parking lots after 5 p.m. Six accessible parking spots are in the 9th Street parking lot (Lot D). There is also parking in the garages on Cherry Street.

CEREMONY ETIQUETTE

- Graduates must remain on the ceremony floor for the entire commencement. Please DO NOT leave after your name is called.
- Do not obstruct the view or sound of those in attendance – be respectful of others.
- All phones should be placed in silent mode or turned off.
- Personal expressions of congratulations between graduates or graduates and faculty/staff should be reserved for areas outside the ceremony.

DIRECTION TO HULMAN CENTER

If on I-70, take exit 7 onto U.S. Highway 41. Go north on U.S. 41 approximately two miles to Ohio Street (one-way east) and turn right. Go east six blocks to 9th Street (one-way north). Go north on 9th Street two blocks and Hulman Center is on the corner of 9th and Cherry Street.

If coming into the city from north U.S. Highway 41 (north 3rd Street), follow U.S. 41 approximately two miles from Maple Ave. to Ohio Street (one-way east), and turn left. Go east six blocks to 9th Street (one-way north). Go north on 9th Street two blocks, and Hulman Center is on the corner of 9th and Cherry Street.

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STUDENT CHECKLIST FOR COMMENCEMENT CEREMONY

- Cap & gown
- Honor cord (if applicable)
- Phi Theta Kappa stole (if applicable)
- Taking Hoosiers to the Next Level cords (if applicable)
- Plan to leave personal belongings with family
- Tell your family a professional photographer will take photos of each graduate as they receive their diploma on stage
- Arrive at 6 p.m. via the north entrance to Hulman Center located on Eagle Street

Questions? Call (812) 298-2318