



**FALL 2023**

**COMMENCEMENT**

**Saturday, December 16, 2023**  
**11:00 a.m.**  
**Pershing Arena**

# FROM THE INTERIM EXECUTIVE VICE PRESIDENT FOR ACADEMIC AFFAIRS AND PROVOST

September 2023

Dear Graduate,

Congratulations! Your hard work and dedication to excellence has culminated in your graduation from Truman State University!

Commencement is a joyful and meaningful time to reflect on your many experiences at Truman. The faculty, staff and administration are privileged to have been part of your life and we are pleased to celebrate your accomplishments on December 16th at the Fall Semester Commencement Ceremony in Pershing Arena.

We hope you achieve all your personal and professional goals and look forward to your active and ongoing support as a Truman alumnus and a lifelong bulldog!

With best wishes,

A handwritten signature in black ink, appearing to read "Eric Freedman", with a long horizontal flourish extending to the right.

Eric Freedman  
Executive Vice President for Academic Affairs and Provost

# FALL 2023 COMMENCEMENT

## INSTRUCTIONS FOR

## DEGREE CANDIDATES

### General Instructions

***Please read these Commencement Instructions carefully as there will be no rehearsal for Commencement.***

During Commencement, all degree candidates (undergraduate and graduate) will be recognized individually while walking across the stage to receive a diploma cover. Candidates will be seated by degree, not alphabetically. Diplomas will be mailed about six weeks following Commencement to your permanent address. Please ensure your address is accurate and on file with the Registrar's Office.

Each degree candidate needs to enter Pershing Building through the main entrance on the east side of the building and report to the small gym (PB130). Candidates need to be dressed in their academic regalia and bring the green reader card with your name printed legibly on it to Commencement. Please also provide the phonetic spelling of your name if it is pronounced differently than it looks when spelled. You will hand this card to the Reader before crossing the stage to receive your diploma cover. Additionally, once you receive an email from NameCoach, please use the link emailed to record your name. Recording your name using NameCoach allows our commencement reader the opportunity to practice pronouncing your name prior to commencement.

# PROCESSION

## Degree Candidates

Degree candidates need to assemble in academic dress on Saturday, December 16, inside the east entrance of Pershing Building by 10:00 a.m. Candidates will be directed to the gathering area in the small gym (PB130).

Candidates will be seated by degree, not alphabetically. Since you will be in the waiting area for only a short time before the procession begins, please be on time. While waiting, candidates have the opportunity to get additional photos taken by GradImages. At the appropriate time, the Grand Marshal will declare that the “ranks are closed” and anyone not in place will be excluded from the graduation procession. The east doors will open at 9:30am for candidates.

## Academic Procession

Degree candidates will follow the Junior Marshals from the waiting area and proceed in the Procession to the seating area in Pershing Arena.

When prompted by the President and Provost, each degree group will proceed to the stage single file on the right side of student seating. Before approaching the stage, candidates will hand the green reader card with their name on it to the Reader standing at a podium. Candidates will cross the stage to receive their diploma cover and pause for a photo with the President. The candidates will then proceed off stage to take a second photo with GradImages and then proceed back to their seats. The Junior Marshals will be there to direct the candidates to and from the stage to their original seat.

# Procession Order

The academic procession will form at 10:50 a.m. in the following order:

Truman State University ROTC Color Guard  
(separate from processional & located at east side of stage)  
Grand Marshal  
Sue Thomas, President and Eric Freedman, Executive  
Vice President for Academic Affairs and Provost  
Commencement Speaker  
Members of the Board of Governors  
Vocalist  
Reader  
Two Junior Marshals  
Administration  
Faculty  
Marshal  
Two Junior Marshals  
Candidates for Master of Accountancy Degree  
Candidates for Master of Arts Degree  
Candidates for Master of Arts in Education Degree  
Candidates for Master of Athletic Training Degree  
Candidates for Master of Science Degree  
Two Junior Marshals  
Candidates for Bachelor of Fine Arts Degree  
Candidates for Bachelor of Music Degree  
Candidates for Bachelor of Science in Nursing Degree  
Candidates for Bachelor of Arts Degree  
Two Junior Marshals  
Candidates for Bachelor of Science Degree

# Granting of Degrees

Degrees will be granted as follows:

All undergraduate degree candidates will rise at the request of Provost Freedman and remain standing while the degree is conferred en masse by President Thomas.

Undergraduate degree candidates will be recognized in the following groups:

**Group 1:** Bachelor of Fine Arts, Bachelor of Music, Bachelor of Science in Nursing, and Bachelor of Arts

**Group 2:** Bachelor of Science

After the degree is conferred en masse Group 1, students will be requested to proceed to the stage to receive their diploma covers. Group 2 students will sit and remain seated until Group 1 students receive their diploma covers and are seated. Group 2 will then be asked to proceed to the stage to receive their diploma covers.

After all the undergraduates receive their diploma covers, all master's degree candidates will rise at the request of Provost Freedman and remain standing while the degree is conferred en masse by President Thomas. After the degree is conferred en masse, all master's degree candidates will proceed to the stage to receive their diploma cover.

Before approaching the stage, candidates will hand the green reader card with their name on it to the Reader. At this time, candidates will walk across the stage to receive their diploma cover, take a photo with the President, and take a posed photo off-stage. Once the second photo has been taken, candidates will return to their seat. The Junior Marshals will direct the candidates to and from the stage to their original seat.

### **Students Receiving Two Degrees**

Students receiving a degree in Group 1 (e.g., BA, BFA, BM, BSM) and Group 2 (e.g. BS) may elect to receive a diploma cover with both groups. To do this you will need to complete two green cards. Sit with Group 1 initially and when returning from receiving your first

diploma cover go sit at the rear of the BS degree recipients. Leave your first diploma cover on your BS chair when you go to get your second diploma cover. Candidates will return to their BS chair after crossing the stage and taking photos a second time.

## Recession

Participants will depart in the following order during the playing of the recessional:

Platform Party

Administration and Faculty

Master's degree recipients

Undergraduate degree recipients

Please continue out of the arena area and proceed upstairs to the east entrance following the ceremony. Due to limited space to congregate on the main floor, you are welcome to utilize the third floor if needed or continue outside. Please *do not* block the east entrance and stairs area.

## Academic Dress

- Bachelor's and Master's degree robes, hats and tassels are available for purchase at the Truman Bookstore. Master's degree hoods can also be purchased at the Truman Bookstore.
- MA, MS, MAE, MAc, MAT and BA candidates wear white tassels; BS candidates wear yellow tassels; BM candidates wear pink tassels; BFA candidates wear brown tassels; and BSN candidates wear apricot tassels.
- If you are receiving two degrees, choose the color of the one tassel you prefer to wear.
- Caps should be worn straight, not tilted or tipped back.

- Tassels should be worn on the right side. Do not change your tassel from the right side until after receiving instructions from the President during the ceremony.
- If you received a medallion for a GPA of 3.50 or higher, please wear it.
- Based on Truman tradition, we encourage you to wear dark shoes, dark skirts or pants, and long-sleeved white blouses or shirts. Wear comfortable shoes for walking up and down stairs and stepping on and off the stage ramps.
- Flowers should not be worn with academic dress.

## Honor Regalia

### (Undergraduates Only)

Students with a grade point average (GPA) of 3.50 to 3.74 on a 4.0 scale have earned the honor of graduating Cum Laude and receive a bronze medallion on a white ribbon. Students with a grade point average of 3.75 to 3.89 have earned the honor of graduating Magna Cum Laude and receive a silver medallion on a purple ribbon. Students with a grade point average of 3.90 to 4.0 have earned the honor of graduating Summa Cum Laude and receive a gold medallion on a purple and white ribbon.

Honors for Commencement will be determined based on the student's cumulative GPA at the end of the summer 2022 semester. Final honors will be based on your complete academic record once degrees have been verified and officially conferred. If you do not participate in the commencement ceremony and do not pick up your medallion, it will be mailed with your diploma in January. If you have any questions regarding your GPA, please contact the Registrar's Office at (660) 785-4143.



# MISCELLANEOUS INFORMATION

## Seating

There is NO reserved seating for guests. Special disability seating is available by requesting it in advance per instructions in the following paragraph. The doors to Pershing Arena open at 10:00 a.m. for family seating on a first-come, first-seated basis. Family and guests should enter Pershing through the Arena Entrance on the southwest side of the Pershing Building.

## For Degree Candidates and Family Members with Disabilities

Candidates unable to march in the procession because of physical reasons should notify Julie Sneddon in the Disability Services Office at [jsneddon@truman.edu](mailto:jsneddon@truman.edu) as soon as possible and no later than 5:00pm on December 13th.

If disability accommodations (e.g., signing, wheelchair access) are required for graduates or guests, please contact the Disability Services Office by completing the Disability Seating Accommodation request at <https://disabilityservices.truman.edu/>. The notification site will open in November. There will be no wheelchairs available to use in Pershing Arena. Guests requiring wheelchairs should bring them. The handicapped parking and entrance is located on the east side of Pershing Building. An elevator is accessible through the east entrance.

# Graduation Pictures

**GradImages** will be taking photographs of each graduate at the moment the diploma cover is awarded and immediately after leaving the stage. Arrangements have been made to take an optional posed photo in the waiting area in Pershing before the ceremony beginning at 9:30 a.m. Proofs and ordering information will be emailed by GradImages to graduates within two weeks after graduation.

# Posting of the Graduates for Media Purposes

Once degrees are certified by the Registrar's Office, names of the graduates will be posted on the University website at [www.truman.edu/honors/fall-2023-graduation-list/](http://www.truman.edu/honors/fall-2023-graduation-list/). Emails will be sent to Missouri media to let them know the names have been posted, and the media can announce the names. For those out-of-state graduates who would like to have their newspaper alerted, send an email to [pr@truman.edu](mailto:pr@truman.edu) with the name of the newspaper and email address, and we will send that newspaper a link to the page. Keep in mind that major metropolitan newspapers will normally only consider running announcements for those students graduating with honors. For more information email [pr@truman.edu](mailto:pr@truman.edu) or call (660) 785-4016.

# Broadcast of Commencement

Truman State University's Public Relations Department will live stream the Commencement Ceremony on Truman's YouTube Channel and Facebook page. A link to the live stream will also appear on the [Truman website](http://www.truman.edu).

# COVID & Inclement Weather Plans

There is a chance that social distancing measures may need to be implemented due to COVID concerns. This may result in two ceremonies being held instead of one, with social distancing and mask protocols put into place. More details will be provided later if needed.

The weather in Northeast Missouri changes quickly during the winter months. The December ceremony will be held indoors but in the event of inclement weather, an announcement regarding parking and walking on campus will be posted on the Truman State University webpage.

## Mailing of Diplomas

Diplomas will be mailed via USPS to each graduate's permanent address in approximately mid-January following the verification of degrees. Diplomas mailed to international addresses may take several weeks to months to be received.

## Questions

Please contact the Registrar's Office, McClain Hall 104, [registrar@truman.edu](mailto:registrar@truman.edu), or (660) 785-4143, with any questions concerning Commencement.