

## **Graduate Guidelines:**

**On January 22<sup>nd</sup> Graduates must arrive at the MTC Main Campus by 4:00 p.m. to check-in and line up.**

**Please ask your guests to be seated by 4:45 p.m. at the latest, so they are settled when the ceremony begins promptly at 5:00 p.m. Balloons are not allowed inside MTC Main Campus.**

**Please note: All graduates must wear caps and gowns, which cannot be decorated. Personalized stoles are not permitted.**

Students inducted to the National Technical Honor Society should bring their white tassel and purple/gold cord.

Students that received a red Skills USA cord for their participation should bring their cord.

### **Graduation Participant Ceremony Protocol:**

- All graduates must be on time.
- Make sure all deficiencies/fees have been paid two weeks before the scheduled graduation date.
- Graduation commencement is a formal, reserved, and dignified ceremony.
- Ticketed event – Seating is limited for this event. Tickets are distributed at the time of cap and gown purchase.
- Tassel starts on the right side of your cap. Wear your cap flat on your head.
- Only MTC-affiliated cords are allowed to be worn during the graduation ceremony.
- No Decorated Caps. If a cap is decorated, a new one must be purchased.
- Personalized stoles are not permitted.
- The gown should fall midway between the knee and ankle.
- Men: Wear dark trousers, a neatly pressed, light colored dress shirt with a dark tie, dark socks, and dress shoes under the gown.
- Women: Wear a dress, skirt, or dark dress slacks with a light- colored blouse and dress shoes under the gown (we suggest comfortable shoes in case you will be climbing stairs).
- **NO** shorts, jeans, athletic shoes, slides, slippers, or flip-flops.
- Should any of the above protocols not be adhered to, a graduate will be turned away from participating in the ceremony
- Students who do not meet the required graduation requirements to participate in the ceremony (for whatever reason), will not be allowed to take part in any future ceremonies.