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1964 Commencement Ritual, Note to Degree Candidates - Spring

Fort Hays Kansas State College

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Fort Hays Kansas State College, "1964 Commencement Ritual, Note to Degree Candidates - Spring" (1964). *Commencement Programs & Materials*. 701.
<https://scholars.fhsu.edu/commencement/701>

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REMINDER TO DEGREE CANDIDATES AND FACULTY
Fort Hays Kansas State College
Spring Commencement
1964

To: Degree Candidates
From: John D. Garwood, Dean of the Faculty

It is important that each degree candidate and faculty member be informed concerning all the procedures and activities connected with commencement. Hence, we suggest that you read these directions carefully, make plans accordingly, and participate fully.

- FRIDAY, May 22 -- 7:30 p.m. Degree candidates rehearsal for Commencement. Gather on west side of the West Stadium. (See directions on page 2.)
- SATURDAY, May 23 -- 8:00-9:30 p.m. PRESIDENT-FACULTY RECEPTION FOR DEGREE CANDIDATES
Degree Candidates in academic dress.
Candidates' wives in evening or appropriate dress.
- SUNDAY, May 24 -- 8:00 p.m. BACCALAUREATE SERVICES Stadium
Degree Candidates wear Academic dress. Degree Candidates gather for the processional on the pavement west of the West Stadium at 7:15 p.m.
- MONDAY, May 25 -- 12:00 noon Luncheon for Degree Candidates. No academic gowns.
- MONDAY, May 25 -- 8:00 p.m. COMMENCEMENT Stadium
7:15 p.m. -- Candidates meet, west side of the West Stadium in academic dress. Candidates will be lined up for the Processional.

Attendance

The question has arisen at every commencement time whether or not both bachelor and master degree candidates have to attend baccalaureate and commencement exercises. The administration has the policy that no candidate may be excused from participation in either the baccalaureate or commencement exercises except in dire emergencies. In so far as possible, an absence should be arranged in advance with the Office of the Dean of the Faculty, C109, for undergraduate students or with the Graduate Office, P212, for graduate students.

NOTES: In case of threatening storm before either Baccalaureate or Commencement, the exercises will be held in the Coliseum. In the event that the exercises are to be held in the Coliseum this will be announced over KAYS at 7:00 p.m. and also the College whistle will be blown.
Mr. Dalton makes up the arrangement of the candidates in the commencement program.
If you have a special pronunciation of your name, I would appreciate having you help me with it.

ACADEMIC DRESS:

Degree candidates secure cap and gown in the Coliseum Foyer any time during the day, Wednesday and Thursday, May 20 and 21. Full academic dress is worn on the campus by degree candidates at the following designated events; namely, President-Faculty Reception, Saturday, May 23; Baccalaureate, Sunday, May 24; and Commencement, Monday, May 25. Full academic dress means cap and gown worn properly, not wearing cap and carrying gown over the arm, etc. Place cap on the head squarely. Women wear dark dress shoes. Men wear white shirts and dark shoes. Wear tassel to the right side of the cap until after conferring of degrees. Changing the tassel will be practiced at the rehearsal. Men remove caps during prayer and then replace.

Candidates for the master's degrees will not bring hoods to any activities except Commencement. You are entitled to wear the tassel on your cap to the left.

Candidates who are not on the campus this semester and therefore cannot get cap and gown on Wednesday and Thursday, May 20 and 21, may get cap and gown during regular office hours (8:00 a.m. to 11:50 and 1:00 p.m. to 5:00, Monday through Friday and 8:00 a.m. to 11:50, Saturday) or at 7:00 p.m. Saturday, May 23.

Caps and gowns are to be checked in immediately after Commencement under the East (Elm Street Side) Stadium.

REHEARSAL FOR COMMENCEMENT:

Degree candidates meet, Friday, May 22, at 7:30 p.m., Lewis Field Stadium for commencement-exercise rehearsal and final instructions. It is very important that each of you attends this brief meeting. Gather at west side of West Stadium. Do not bring academic dress to the rehearsal.

COMMENCEMENT:

Order of March. Candidates meet at the west side of the West Stadium promptly as indicated on page 1, in full academic dress. Tardy people necessitate rereading the order of march. Please be punctual. Candidates will be arranged in line of march according to the subject fields and kind of degree. Faculty will precede the candidates in the line of march.

CONFERRING OF DEGREES:

All candidates for degrees will be seated in prearranged order in front of East Stadium. When the time comes for the conferring of degrees, the candidates for bachelor's degrees will rise when the group is called by the Dean of the Faculty. The candidates for the master's degrees will rise when indicated by the Dean of the Graduate Division. The president will indicate the time for each group of candidates to come to the platform and receive diplomas.

FEES:

Commencement Fees: The \$10.00 commencement fee which candidates pay takes care of diploma fee, rental of cap and gown, and luncheon for degree candidates.

DEGREE CANDIDATES LUNCHEON:

The luncheon honoring members of the graduating classes will be at 12:00 noon, Monday, May 25, at the Memorial Union. Candidates are urged to consult the letter from Mr. Stones, Executive Secretary, Alumni Association, for complete information about the Degree-Candidate Luncheon.