



SSW WINTER COMMENCEMENT
IMPORTANT INSTRUCTIONS FOR GRADUATES

(Please Review before Commencement)

Sunday, December 19th @ Hill Auditorium – 10:00am

Keynote Speaker: Carol Goss, MSW '72 - President and Founder of Warrior Women Against Poverty Former President and CEO of the Skillman Foundation

MSW Student Speaker: Katie Cox

MSW Student Speaker: Christian Smith

Ceremony Marshals: Abigail Eiler, Ayesha Ghazi Edwin, Daicia Price & Julie Ribaud

MSW Hooders: Dan Fischer & Debbie Mattison

MSW Name Readers: Justin Hodge & Beth Sherman

9:00am – Hill Auditorium doors open

9:00am – Graduates arrive, robe, and prepare for ceremony (Lower Level)




9:30am – Group photo of graduates and lineup for procession into auditorium

10-11:30am – SSW Commencement Ceremony

11:30am – Reception at School of Social Work

COVID Health & Safety: Commencement will comply with all COVID protocols in place at the time of the event. Masks are required in all campus buildings in accordance with the [University of Michigan Face Covering Policy](#). **Masks will be required when graduates are hooded on stage, walk across the stage, and when their photographs are taken.** Unvaccinated students, staff, and faculty must have a negative COVID test in order to attend Commencement. It is recommended that testing occurs between December 13th and December 16th in order to have results in time for Commencement.

All students, faculty, and staff must complete the [ResponsiBLUE](#) screening prior to entering campus buildings. Guests must complete the [ResponsiBlue guest](#) screening.

-  **Tickets are not required** for the School of Social Work Commencement ceremony at Hill Auditorium.
-  **GRADUATES SHOULD ARRIVE AT HILL AUDITORIUM BY 9 A.M.**
Upon your arrival at Hill, **GO TO THE LOWER LEVEL** for robing and assembly for the procession. Staff will be available to assist and direct. **NOTE:** The entrance doors to Hill Auditorium will not be open until 9:00 a.m. Should your guest require assistance with seating, please have them approach one of the ushers for accessible seating assistance.
-  **GO TO THE APPROPRIATE TABLE BASED ON YOUR LAST NAME TO RECEIVE YOUR PRE-PRINTED NAME/PHOTOGRAPHY CARD.** The card is used to announce your name by **THE READER.** (Available in the robing room.)
Names on cards are listed with the information and phonetic spellings provided by graduates.

If you would like your name read differently than what is printed on your card, please take a blank card and enter in the correct information.

Please complete both sides of this card!

This card will be also used by the photographer to help identify your photo and send you the proofs for possible purchase. There is no obligation to purchase the pictures.


Hold on to this card until you go up on the stage. You will hand it to one of Readers at the lectern so they can announce your name.

 **TASSELS SHOULD BE ON THE RIGHT.**

 **HOODS SHOULD NOT BE WORN. YOU WILL CARRY IT OVER YOUR LEFT ARM.**

As part of the ceremony, you will hand your hood to one of the faculty hooders on stage who will ceremonially place the hood over your head. Staff will provide hooding instructions prior to the ceremony.


 ***DO NOT LEAVE VALUABLES (CAMERAS/PURSES) IN THE ROBING ROOM, AS IT WILL BE UNATTENDED DURING THE CEREMONY.***

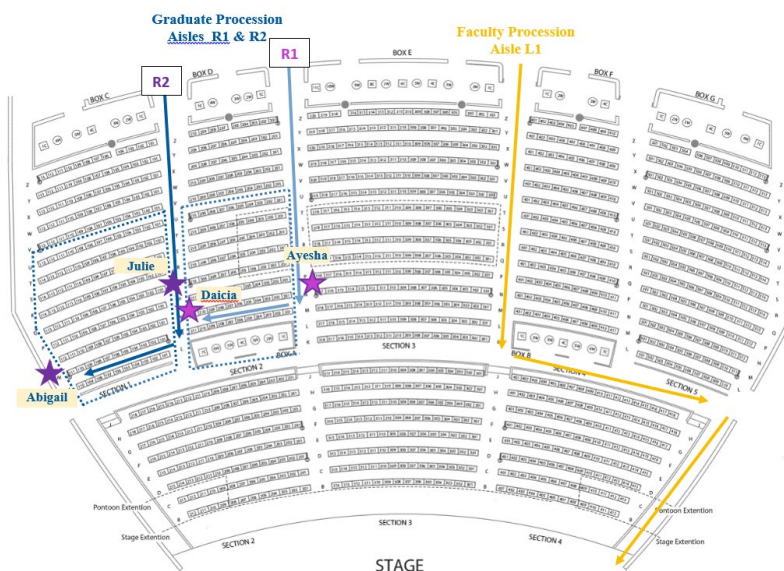
 **A GROUP PHOTO OF GRADUATES IS PLANNED FOR 9:30 A.M. (Weather & time permitting)**
The Marshals and photographer will give specific instructions to all graduates in the Lower Level. Please be sure that all of your cards have been filled out, your attire is on, and you are ready for the ceremony **prior** to the photograph.

 **IMMEDIATELY FOLLOWING THE GROUP PICTURE, THE MARSHALS WILL DIRECT YOU TO GET INTO THE PROPER ORDER FOR THE PROCESSION**.** The procession into the auditorium will begin promptly at 10:00 a.m. The Marshals will give you instructions/directions.

****ORDER OF GRADUATES FOR PROCESSION (in the following order):**

- Student Speaker: Katie Cox
- Student Speaker: Christian Smith
- MSW degree candidates in alphabetical order

 **MARSHALS WILL LEAD THE GRADUATES INTO THE AUDITORIUM** and direct graduates to their seats. Graduate seating will be in section 1 & 2. Please remain standing until all graduates have entered the auditorium and directed by the Dean to be seated.



DURING THE CEREMONY: “Presentation of Graduates”

When the Dean announces that the Hooders, Readers, and Marshals should take their places for the Presentation of Graduates – one Marshal will stand at the end of the row. The Marshal will motion for the first row to stand and will lead

the row of graduates down to stage ramp (floor right). One Marshal will remain at the stage ramp to direct students to the hooders **two at a time** and wait until both have been hooded before sending the next two. The Marshals at the end of each row will continue moving down the rows of graduates, emptying one row at a time.

Two Hooders will be on the stage positioned to the right of the lectern. Staying in order, each graduate will position themselves in front of one of the Hooders. The 1st student in front of the 1st hooder, 2nd student in front of 2nd hooder. Each graduate should hand their hood to their hooder and then turn around to face the audience. Each Hooder will then place the hood over the graduate's head. The two graduates, after being hooded, should then turn and move to the right toward the lectern – staying in order - then proceed forward one at a time to hand their name card to one of Readers, and continue across the stage to greet the Dean. **In the interest of health/safety, the Dean will not shake hands with graduates, but feel free to bump elbows, wave, etc.** The photographer will take a picture of the graduate with the Dean at this time. The graduate then continues toward the stage exit ramp and will be greeted by the SSW Alumni Board of Governors Representative who will give a handout. The photographer will take a 2nd photograph of the graduate at the bottom of the stage exit ramp. Proceed back to original seat and sit down. ***Congratulations, Graduate!!!***

LIVESTREAM: The School of Social Work Commencement will be livestreamed on the [SSW website](#) for individuals who do not plan to attend the ceremony in person. Graduates were surveyed to see who was not planning to attend the ceremony in-person. Graduates who informed us they will not be attending in-person will have their name read and a slide with their photo shown during commencement and via the livestream. **We cannot guarantee a slide will be included for students who did not inform us of their plan to NOT attend in-person.**

RECEPTION

Join us for a light reception that will be held immediately following the ceremony at the School of Social Work.

PARKING FOR THE CEREMONY: The Thayer street parking structure located at 216 S. Thayer Street will be open to the public for parking at no charge. The Fletcher street parking structure located at 201 Fletcher Street will also be open to the public for parking at no charge. Handicap parking is available in both structures. There is also metered parking available on side streets near Hill Auditorium. For driving directions & campus maps:

<https://campusinfo.umich.edu/campusmap>

PARKING FOR THE RECEPTION: All campus and city lots are open to the public on Sundays. The following lots will be available free of charge:

[S. Forest City Parking Structure](#) (650 S. Forest St.)

[U-M Church Street Parking Structure](#) (525 Church St.)

[U-M Hill Street Parking Structure](#) (1001 Hill Street)

Reception attendees may also walk from Hill Auditorium and leave their cars parked in the Thayer or Fletcher Parking Structures for the day.

RETURN OF BORROWED ATTIRE OR DONATION OF GRADUATION ATTIRE:

Graduation attire borrowed from the SSW ***must be returned to the Office of Student Services no later than January 14, 2022.*** For graduates' convenience, a drop off box will be available in the graduate robing area at Hill Auditorium and outside the Office of Student Services on the day of commencement to drop off your attire immediately following the ceremony/reception. **Be sure to attach a note with your name, so we know you returned your attire.**

PLEASE CONSIDER DONATING ALL OR PART OF YOUR GRADUATION ATTIRE for the use of future graduates if you purchase your attire. You can put it the drop off box with a note or bring it by the Office of Student Services during regular office hours.