



MICHAEL F. PRICE COLLEGE OF BUSINESS

Instructions for Spring Convocation

May 12, 2012



Guests may enter the Lloyd Noble Center through the east doors. There will be no reserved seating. Specially designated areas will be available for those with disabilities.*

ACADEMIC REGALIA

Caps and gowns are required for those participating in the Price College Convocation ceremony. For information about caps, gowns and announcements, contact the University Bookstore at 325-3511.

CONVOCATION DETAILS

Convocation for Price College will be held in the Lloyd Noble Center at the University of Oklahoma on Saturday, May 12, 2012 at 1:30 p.m. **All students should report to the practice gyms on the south side of the lower level of Lloyd Noble Center no later than 1:00 p.m.** Graduates and Undergraduates will gather in separate gyms that will be clearly marked.

The processional up the ramp into Lloyd Noble Center will begin promptly at 1:30 p.m. The order of the processional will be: Price College Deans, Price College faculty, Flag & Banner carriers, PhD candidates, masters candidates and undergraduate candidates. During the processional all candidates should remain standing until everyone has reached their seats. Information cards will be distributed to you at your seat. It should be completed before going to the stage. Special recognition (as noted on the card) will be given to those graduates whose parents, grandparents and great-grandparents are alumni of the University of Oklahoma.

Follow the instructions from your Faculty Marshals. They will let you know when to proceed to the stage. Present your card to the individual announcing the names, proceed across the stage to receive your diploma cover from the Dean and return to your seat. All graduates are required to stay in their seats throughout the remainder of the ceremony and will follow the faculty marshals in the recessional to the reception venue.

Guests should not leave their seats to photograph students during the ceremony. There will be opportunities at the reception for guests to take pictures. A professional photographer will take a picture of each graduate receiving his/her diploma. This service is provided at no charge to the graduate and a proof will be mailed to you after Convocation. There is no obligation to purchase these photos. If you have any questions regarding official photographs, please call Party Pics at 364-1777.

RECEPTION DETAILS

Immediately following the ceremony, there will be a reception in the Kerr-McGee Courtside Club for the graduates and their guests. The Faculty Marshals will lead the graduates and platform party up the stairs to the Courtside Club. Guests may join the graduates in the Courtside Club.

DIPLOMAS

Approximately twelve weeks after Convocation, the Office of Admissions and Records will mail diplomas to those candidates who have been cleared for graduation. Requests for transcripts must be made in writing to the Office of Admissions and Records. There is no charge for an official transcript.

SPECIAL NEEDS

*For more information or for special accommodations on the basis of disability, contact Adam Clinton at aclinton@ou.edu or (405) 325-2500.