

The Johns Hopkins University
Bloomberg School of Public Health

**JHSPH Convocation Ceremony
Instructions to Graduates**

| | |
|-------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <u>Location:</u> | Royal Farms Arena, 201 W. Baltimore St., Baltimore, MD 21201 |
| <u>Date:</u> | <u>Tuesday, May 23, 2017</u> |
| <u>Time:</u> | The ceremony will begin at 3:00 PM . You and your guests may enter the Arena at 1:30PM. |
| <u>Directions:</u> | Directions to the Arena can be found at http://www.royalfarmsarena.com/plan-your-visit/directions |
| <u>Parking and Transportation:</u> | Parking information can be found at http://www.royalfarmsarena.com/plan-your-visit/parking-mass-transit We encourage graduates and guests to plan ahead and remember that area parking lots will also serve commuters on that day. The Arena is easily accessible by both Light Rail (Howard Street) and Metro (Charles Center). You may also consider using Parking Panda or ParkWhiz.com – see the Graduation home page for more information: http://www.jhsph.edu/student-life/graduation/index.html . |
| <u>Disability Accommodations</u> | Information pertaining to the ceremony and the accommodations made for individuals with disabilities can be found at: http://www.jhsph.edu/student-life/graduation/disability-accommodations.html |

Arrival:

You should plan to be **inside** the Arena **no later than 2:15 PM**. The graduates' check-in/line-up area will be on the lower level (the ramps to this level will be marked). You must check in at your line up area to receive your reader's card.

Seating is on a first come, first served basis. Except for sections reserved for special guests and special needs, your guests will have access to the 100, 200, and 300 (if needed) level seating.

Guests should move to their seats as they enter the Arena. **All guests should be in their seats by 2:45 PM.**

Check-in and Line-Up:

*****We suggest all students hang up their regalia prior to May 23rd to eliminate wrinkles*****

Check-in Areas:

- **MPH graduates:** Report to the **East side lower lobby** (left at the bottom of the ramp).
- **Doctoral, MBE, MHA, MHS, MPP, MSPH and SCM graduates:** Report to the **West side lower lobby** (right at the bottom of the ramp).

Doctoral graduates will receive their hoods as part of the ceremony. Masters graduates should report with full regalia, including hoods.

Please do not bring any valuables to the line-up areas. Your guests should hold your valuables until the end of the ceremony. THERE IS NO SECURE AREA TO KEEP VALUABLES.

Note: back packs are not permitted in the Arena

Line-up:

At 2:30 PM you will be lined up for the processional and will receive final instructions by 2:50 PM. **Please stay in line, hold on to your reader's card, and be ready to proceed on signal.**

Commencement Photos, Inc., (978-851-5924), will be taking your photo as you walk across the stage. (Information about Commencement Photos can be found at <http://www.jhsph.edu/student-life/graduation/>). *For the benefit of the photos that will be taken as you walk across the stage, Masters students should wear the tassel to the right. Doctoral tassels are fixed to the left but will not interfere with photos).*

Processional:

Graduates' Marshals will lead you to your seats in a double line down the center aisle immediately after the Chief Marshal.

- **Doctoral and MPH** to the left and
- **MBE, MHA, MHS, MPP, MSPH, SCM** to the right

Everyone in the auditorium remains standing until the Chief Marshal asks everyone to be seated.

We ask that all graduates remain in their seats until the recessional.

Faculty will enter the stage area after all graduates are in position.

Diploma Ceremony, Masters' Candidates:

Marshals will cue your row when it is time to rise to proceed to the stage.

Please bring only your reader's card to the stage. You must remain in the order you are lined up to ensure you receive the correct diploma.

Note: The diplomas are real. If you receive the incorrect one, please meet one of the staff assistants after the ceremony. Diploma tubes will be available after the ceremony.

You will hand your card to the reader who will read your name as you approach Dean Klag. After you receive your diploma, walk across the stage and descend from the opposite set of stairs. A Marshal will direct you back to the row of seats from which you came.

(Purell dispensers will be set up as you approach and exit the stage – we encourage you to use them)

Diploma and Hooding Ceremony, Doctoral Candidates:

A Marshal will direct rows of doctoral candidates to the stairway in alpha order by department.

After you receive your Declaration of Health Rights from the Dean, walk over to your department chair, shake hands, turn to face the seated graduates and stoop slightly as your hood is slipped over your head.

Once you receive your hood, walk across the stage and descend from the opposite set of stairs. A Marshal will direct you back to the row of seats from which you came.

Spring graduates will receive their diploma at Commencement unless you made other arrangements for delivery.

Recessional:

Rise on the signal from the Chief Marshal and remain standing until the Principals and faculty leave the stage.

Marshals will lead you out of your rows; please stay in position until a Marshal directs your row to exit.

The ceremony will end at approximately 6:30 PM.

Regalia Return:

Doctoral students who are **not** planning to attend the Commencement ceremony on Wednesday, should return your regalia to the station on the lower level. Masters graduates may keep their regalia or return it to be recycled.

Commencement (Wednesday, May 24, 2017)

Those students planning to attend the Commencement ceremony at the Royal Farms Arena on May 24, 2017, should go to <http://web.jhu.edu/commencement/> for more information.