
Graduation Rehearsal Check-in Process

Rehearsal will start promptly at 2 p.m. on Friday, May 3, 2024, at the E. Stuart James Grant Center. Please arrive during your assigned time to get lined up for rehearsal.



Graduates will receive an email by Friday morning on May 3 with their row and seat number and time slot of when to arrive Friday and Saturday.

1. Once you have arrived and parked at North Campus on May 3, please locate the check-in tables inside the Grant Center.
2. Give the check-in attendant your first and last name and show them your confirmation email of your row and seat number. (Print out of email is fine if you do not have a smart phone.)
3. Once checked-in, you will receive ten tickets for your guests (note: if the ceremony has been moved indoors, graduates will receive eight tickets). You will then be escorted to your row and seat number for the procession line-up.

Please arrive during your assigned time slot. Arriving before or after your assigned time could cause delays in the check-in process. **Rehearsal will begin promptly at 2 p.m. If you do not check-in, you will not receive your tickets for your guests.**

If you do not receive an email with your row and seat number, please email asbowman@averett.edu before 11 a.m. on Friday, May 3.

Line-up Rules:

- Graduates will need to arrive during their assigned time slot to be checked-in and lined up correctly.
- Since the graduation ceremony will be on the turf field, **high heels shoes are not recommended** due to the makeup of the surface.
- Regalia is not required at rehearsal with the exception of graduate students (master's level). If you are receiving a master's degree, please bring your hood to graduation rehearsal.
- Graduates must check-in before being seated in the graduate line-up area.

Line-up Recap:

1. Receive email containing row/seat number and check-in time slot.
2. Once arrived and parked, head inside the Grant Center.
3. Provide your first and last name and email confirmation to the check-in attendant.
4. Receive tickets for guests.

5. Take your assigned seat.

Commencement Tickets

Ten tickets will be distributed to each graduating senior. Eight tickets will be given if the event is held indoors.

Guests will be seated on the field.
Only handicap seating will be designated in the stadium bleachers.

Ticket Pick-up:

All graduates are required to attend the **graduation rehearsal on Friday, May 3.** Students will receive their tickets at the check-in table at rehearsal.



Graduation Day Check-in Process

Graduates will receive an email by Friday morning, May 3, with their row and seat number and time slot of when to arrive Saturday morning.

1. Once you have arrived and parked at North Campus on Saturday, May 8, please head to the Grant Center.
2. Give the check-in attendant your first and last name, and show them your confirmation email of your row and seat number. (Print out of email is fine if you do not have a smart phone.)
3. Once checked-in, you will be escorted to your row and seat number for the procession line up.

Please arrive during your assigned time slot. Arriving before or after your assigned time slot could cause delays in the check-in process. The graduation ceremony will begin promptly at 10 a.m. Lines will be checked at 9:15 a.m. **If you do not check-in, your name will not be read during the ceremony.**

If you do not receive an email with your row and seat number, please email asbowman@averett.edu before 11 a.m. on Friday, May 3.

Line-up Rules

- Graduates will need to arrive during their assigned time slot to get checked-in and lined up correctly.

- Graduates must come dressed in regalia. If you need assistance with your hood, volunteers will be walking around to help.
- Since the graduation ceremony will be on the turfed field, **high heel shoes are not recommended** due to the makeup of the surface.
- Graduates must check-in before being seated in the graduate line-up area.
- Students that are not officially checked in will not have their name called to walk across the stage.

Line-up Recap:

1. Receive email containing row and seat number and check-in time slot.
2. Once arrived and parked, head to the Grant Center.
3. Provide first and last name to check-in attendant and provide email confirmation.
4. Take your assigned seat.

Guest Graduation Check-in Process

All guests, once parked, will enter through the front gates of the Frank R. Campbell Stadium and head toward Daly Field. Guests will be required to go through a bag check before entering.

Guest Rules

- All guests that plan to attend **must be seated on the field by 9:40 a.m.** Guests who arrive after 9:40 a.m. will not be able to enter until after graduates have processed onto the field, and the introduction and opening prayer have been read.
- Each guest must have a ticket to enter the event. **No guests, including small children or infants, will be allowed in without a ticket.**
- Balloons, horns and other objects to celebrate your graduate are prohibited on the field during the ceremony. Please keep items in the vehicle until after the event. Guest will not be allowed to enter the gates of the stadium with items.