

Drake during the ceremony **are NOT secure**. Cell phones need to stay in your car or with your family. **Graduates who are late will not be able to participate in the graduation ceremony. NO ADMITTANCE TO ANYONE OTHER THAN GRADUATES IN THE BELL CENTER. Please take all pictures prior to ceremony!**

V. **CEREMONY PROCESSIONAL.**

Seniors will walk in a double line from Section A (right) and Section B (left), as we practiced Friday the 26th. As we process from the Bell Center to the Knapp Center stay with your partner. When you arrive at your seat in the auditorium, remain standing until all of the graduates have arrived, the Pledge of Allegiance, and the Valedictorian has announced that you may be seated.

RECEIVING THE DIPLOMA. When the ushers step to your row, this is a signal for your *entire row*, both sections, to stand at once. The entire row will follow the senior on their right to the right side of the stage. Step up to the stage platform and remain there until your name is read. **Do not start walking until your name is read.** After you receive your diploma cover, proceed to the left side of the stage, Jolesch will take your picture and then you return to your seat. **Remain standing in your row until all seniors in your row have returned, then be seated as a row. The ushers will give you the signal. Be dignified and show a great deal of class when your name is read!** When all students are back to their seats, Mr. Biggs will congratulate you as an alum of Roosevelt. **At this time you will move your tassel from the RIGHT to the LEFT temple.**

CAP TOSSING. It has become a tradition to throw your cap after graduation. If you wish to toss your cap in the air in celebration, you may do so when the class has been presented for graduation. Your cap and tassel are yours to keep as a souvenir. **Remember if you toss it, it is your responsibility to find it if you plan to keep it. We have no extra tassels or hats if yours is lost. I would suggest you write your name inside it.**

RECESSIONAL. Retrace your steps to the staging area as the band plays the recessional. Starting with the Superintendent and the front row, then continuing to the last row. Please wait for the ushers to come to your row before joining the recessional. **NO PARENTS, FAMILIES, OR NON-GRADUATING STUDENTS MAY ENTER THE BELL CENTER.**

PICKING UP DIPLOMAS. Alphabetical tables will be located in the staging area. Find your correct line. You will receive a packet with your official diploma, transcript, and award packet (if you have one). Your gown, cap, tassel, medallion, and honor cords are for you to keep. Your gift for the Senior Party will also be handed out by a parent at the same table. The gift is your ticket, along with your Roosevelt Student I.D. to the Senior Party. **NO PARENTS OR FAMILY MEMBERS ARE ALLOWED IN THE STAGING AREA! (Bell Center)**

PICTURES. If your parent/ guardian wishes to take pictures, please do it at home before you report to Knapp Center at Drake. During the ceremony, all friends, guests, and family members of the graduates are asked to remain in their seats and not come to the main floor to take pictures. Jolesch Photography will take a close-up picture of you as you receive your diploma and will send a copy of the proof to your home. You may choose to order more copies or just keep the proof. If you have internet access in your home be sure and go to the following website where you will be able to view graduation pictures. Website: events.lifetouch.com/Roosevelt

VI. **SENIOR PARTY (ROOSEVELT SENIORS ONLY!!)**

Remember the all-night senior party from 10:30 P.M. to 5:00 A.M. at Roosevelt. Make sure you get your gift because it is your ticket, along with your Roosevelt student I.D., to the party. If you don't have one on, you won't get in. Students are strongly encouraged to leave all valuables and cell phones at home. **SENIORS ONLY!!**

One last note: Prom pictures can be found at

<http://events.lifetouch.com/tempHomepage.aspx?EventID=140750>

REMEMBER: NO BALLOONS, NO NOISE MAKERS, AND NO SILLY STRING!!!

Drake University Campus Map:

Building Keys Department Keys



1 Aliber Hall	2 American Republic Health Center
3 Andersen Time Element	4 Bell Center
5 Black Cultural Center	6 Branson Plaza
7 Buel Softball Field	8 Carnegie Hall
9 Carpenter Residence Hall	10 Cartwright Hall
11 CAYA House	12 Cline Hall of Pharmacy and Science
13 Cole Hall	14 Cowles Library
15 Crawford Residence Hall	16 Des Moines Police Traffic Unit
17 Dial Center for Computer Sciences, Ray Society	18 Drake Hillel and Wesley House
19 Drake Plaza	20 Drake Postal Operations
21 Drake Stadium	22 Drake West Village
23 Engaged Citizen House	24 Facility Services Offices
25 Fieldhouse	26 Fitch Hall
27 Fraternities/Sororities	28 Goodwin-Kirk Residence Hall
29 Harmon Fine Arts Center	30 Harvey Ingham Hall
31 Helmick Commons	32 Helmick Courtyard
33 Herriott Residence Hall	34 Hispanic Cultural Center (La Casa)
35 Holiday Inn Express	36 Howard Hall
37 Hubbell Dining Hall	38 Intramural Fields
39 Jewett Residence Hall	40 Kinne Alumni and Development Center
41 Kinne Center West	42 Knapp Center
43 Kragie Newell Agora	44 Lane Plaza
45 Marketing and Communications	46 McCoy Apartments
47 Medbury Hall	48 Meredith Hall
49 Morehouse Residence Hall	50 Neal and Bea Smith Legal Clinic