USC Price Satellite Ceremony for Price Doctoral, Masters and Undergraduate Students

Faculty and Student Line Up
Friday, May 11, 2018, immediately following USC’s Main Ceremony
Location: McCarthy Quad, between Doheny Library and Leavey Library
Ceremony Begins at 11:00 AM

Price Satellite Reception, immediately following the satellite ceremony at approximately 1 PM
Location: Pardee Lawn and Argue Plaza, north of Lewis Hall by Alumni House

ENTRANCE to Tent at McCarthy Quad
Entrance #1: Opens at 10 AM for Reserved Seating and Special Needs Guests, north side of tent by Leavey Library
Entrance #2: Main Entrance opens 10:15 AM for Guests, south side of tent, next to Doheny Library

SPECIAL NEEDS SEATING
If you have guests with special needs, please have them notify a staff person for assistance to the wheelchair seating area when they enter at Entrance #1.

We will have a reserved wheelchair seating area for guests who will remain seated in wheelchairs during the satellite ceremony. Reserved wheelchair seating tickets in this area will be sent to students who requested this at the time of registration. Due to space limitations, only one family member may sit with the disabled guest in the reserved seating. Upon arrival at the wheelchair seating area please check-in with staff.

For guests in wheelchairs who are able to get out of the wheelchair and sit in the regular seating area, we will keep the wheelchair in the stroller/walker/wheelchair parking area during the ceremony. Please check in strollers/walkers and wheelchairs that will not be used during the ceremony upon your arrival. Strict fire regulations prevent us from keeping them inside the tent during the ceremony.

FACULTY AND STUDENT LINE-UP, at Pardee Lawn, located behind the Alumni House next to Pardee Tower
- Faculty will line up in two lines
- PhD and DPPD students will form one line
- Undergraduate and masters’ students – each program will form two lines
- Please note: you will be seated next to the person you are standing behind and in front of, not the person across from you in line

Students: We have assigned student line leaders who will carry a small sign with each program name as you process into the tent. When you arrive at Pardee Lawn, please line up behind the line leaders at the stanchion for your program.

Students will not be admitted into the tent until the procession begins at 11 AM, please be sure to give your family anything you do not want to carry during the ceremony.
READER CARDS
Please complete a “Reader Card” (shown below) thoroughly, they will be handed out to you in line. When you go up on stage you will give this to our name reader who will call your name as you accept a diploma cover from the Dean. Complete the front of the card with your name. DO NOT use a phonetic spelling unless your name is difficult to pronounce. Please complete the contact information on the back of the card accurately, the photography company will contact you with information about pictures taken during the ceremony using this information.

DUAL DEGREE STUDENTS will complete TWO reader cards. You may line up and sit with the program of your choice. You will go across stage first with the program that you lined up with and then again with the second program, just join those students in line when they go up to the stage. You are not required to have two hoods. If you rented two hoods, you wear the hood for the program you are accepting the “degree” for and then change hoods when you go up a second time. You may hold the other hood draped on your arm when you process in.

Please complete BOTH sides of the card during line up:

Once students are lined up and reader cards are completed, staff will place a red or a gold label on your reader card, please stay in line with students who have the same colored label as you process into the tent.

As you walk in the processional it is important that there are no breaks in the line, please stay directly behind the person in front of you as you process.
**STROLLER PARKING**
Due to strict fire regulations, we are unable to accommodate strollers in the tent. We will hold strollers and store them in a stroller parking area. Please let your guests know in advance so they can be prepared to bring what they need into the tent.

**PICTURE TAKING**
Standing in aisles at any time is prohibited by the fire marshal. Please let your families know that we will have a photographer taking your picture as you accept your diploma “cover”. We ask that all guests remain seated during the ceremony and we cannot allow guests to congregate in the aisles or open spaces.

**PARKING**
Please look at the attached map for parking lots close to McCarthy Quad. Parking is free on campus on commencement day.

Parking lots on campus will fill up early. The Parking Center, located on the other side of the 110 Freeway is recommended for guests who will arrive after the main ceremony begins at 8:30 AM.

**SATELLITE RECEPTION**
A reception immediately follows the satellite ceremony at Argue Plaza and Pardee Lawn, located north of Lewis Hall and next to the Alumni House.

**REGALIA RETURN**
Regalia should be returned to bins located at the Bookstore.

**USC Commencement Information**

**Price Commencement Information**