Hello Soon-To-Be-Alums.

Thank you for submitting a RSVP for Lavender Graduation Celebration.

As we near your Lavender Graduation Celebration, there are several things that we’d like for you to be prepared for in order to assure that your participation in the Lavender Graduation is seamless. Reviewing this information prior to participating will help you help us to make this a great celebration for you.

Tentative Program Itinerary

Graduates Arrive 5:00 pm

Light appetizers - buffet style 5:30 pm - 6:00 pm

Processional (Graduates, Faculty, and Staff) 6:00 pm - 6:01 pm

Introduction of Master of Ceremony (MC) 6:01 pm - 6:02 pm

Welcome & Acknowledgements by MC 6:02 pm - 6:05 pm

Entertainment (song) 6:05 pm - 6:10 pm

Keynote Speaker 6:10 pm - 6:40 pm

Presentation of Certificates & Sashes 6:40 pm - 7:00 pm

A Word from Our Graduates 7:00 pm - 7:20 pm

Awards 7:20 pm - 7:30 pm

Closing Remarks 7:30 pm - 7:35 pm

Light refreshments 7:35 pm - Until

Page 2 of this document includes a general overview of what will occur during the celebration.
5:00 pm
- Arrive no later than 5:00 pm in the LBJ Student Center Ballroom. Please bring your Texas State ID with you; your information will only be used to tally the number of participants attending. You be given some time to select seats for you and your guests. Guests will be allowed to enter starting 5:30 pm.
- At about 5:10 pm, a Coordinator will review the program itinerary and your placements during the celebration. Remember that this celebration models the actual commencement.
- We highly encourage you to wear your Official Texas State Regalia (cap and gown) though this is not a requirement.
- A card with your name, degree, major, and people that you are acknowledging will be provided to you upon checking-in. Please correct any misspelling and help us annunciate your name correctly.
- At 5:30 pm, guests and friends can begin eating.

6:00 pm
- After guests have seated with cameras ready, a processional (march) will begin with you entering the room. 1) You will walk across the stage, 2) stand for applause on stage, 3) and exit stage to take your seats. Please remain seated.
- During program – Welcome remarks, entertainment, and a keynote speaker will be provided. Please remain seated.
  - Presentation of Certificates and Sashes - You’ll be asked to stand in a single file line to the left of the stage. With card in hand, present to person at podium and walk towards panel of faculty and staff. You will select a lavender sash. The sash will be placed on your shoulders and you will be provided with a certificate. Shake hands and smile. Exit stage. Stay standing right of stage.
  - A word from the graduates – This is voluntary. Immediately after you have received sash and certificate, the MC will hand you a microphone. Each graduate will be provided with 2-4 minutes to thank or acknowledge any member of your family, friends, faculty, staff, etc. who you would like. I encourage you to prepare a list, few words, or notes beforehand. Please me mindful of time. After speaking, please exit to the right of stage and stand to wait for other graduates.

This is a general run through for the program. Again, I encourage you to read this. We will go over it again the day of the celebration if you have any questions.

Thanks again for submitting your RSVP.

If you have special needs or accommodations, please contact the Office of Multicultural Student Affairs at least 72 hours prior to the program. If you have any questions, please do not hesitate in MSA at 512.245.2278 or js202@txstate.edu.