

## **MASTER'S PROGRAM DEPUTY (MPD)**

# **Commencement Checklist**

### **Register**

Each program needs a faculty member to present the master's students at the Commencement ceremony. Register as the MPD via the <u>Commencement registration system</u>.

### **Order Regalia**

Please remember that you are responsible for acquiring, bringing and returning your own academic regalia. Coordinate with your department to reserve your regalia through <u>Supply Chain Management</u> by April 22. Late orders will be accepted through May 12 with a late fee.

### **Master's Ceremony**

Date: Thursday, June 13.

Time: 10:00 a.m. – 12:00 p.m.

Location: <u>University Credit Union Center</u>.

Line-Up: <u>Hutchison Field South</u> by 9:00 a.m.

in full regalia.