



**Student Graduation Information**  
**BA and AS Students and**  
**AA Students with Last names SC-Z ONLY**  
**Friday, May 3, 2024 at 7:00 pm**

**Graduate Check-in**    **State College of Florida, Bradenton Campus - The Neel**

- Arrive by **5:45 PM**. Park in Lot H
- **Student check in** will be in the **26 West Center**. Enter in the doors on the **south side** of the building. **All other guests must go directly to the Neel.**
- Name cards provided at check-in. Please visit the graduation readers for pronunciation clarification of name.
- Remain in the check-in area with your cap, gown and tassel. Tassels are worn on the **right side of the cap**.
- You will line up according to degree, not in alphabetical order or by major.
- Suggested attire: Dark trousers/slacks, white dress shirt or dark dresses to be worn under regalia. Ties are optional. Dark shoes. When selecting footwear, please consider the stairs on and off the stage may be difficult to navigate in high heels.
- Processional line-up begins promptly at **6:45 PM**.
- Processional into the auditorium to assigned seating begins promptly at **7:00 PM**.
- Entrance of mace bearer signals the beginning of the ceremony. During the playing of the national anthem and the invocation, men remove their caps.
- SCF staff members will signal each row to stand and proceed toward the stage. **Please watch for signals.**
- When on stage, **hand the card you received at graduate check-in to the SCF vice president at the top of the stairs**, who will give the card to the faculty reader. When directed, walk across the stage toward SCF President Dr. Carol F. Probstfeld to receive your diploma cover.
- A professional photographer will take your picture as you accept the diploma cover. A second photo will be taken after you exit the stage.
- **SCF staff will direct you to return to your seat where we request you remain seated, keeping noise to a minimum, until ALL graduates have received their diploma covers.**
- **Graduates are required to attend the full ceremony. AFTER the full ceremony**, you will leave the auditorium as directed and exit through the main lobby to the outside of the facility. **Family and friends should remain at their seats until the platform party, faculty and graduates have left the auditorium.** At that time family and friends will be directed to exit the auditorium and facility where you will be waiting and can then celebrate with your guests. **For detailed information, please refer to our website: [SCF.edu/Graduation](https://www.scf.edu/Graduation).**

**Guest Information**

- Park in Lot H, enter through the **main lobby doors of the Neel**.
- All guests, including children over 2, must have a ticket for entrance into the auditorium.
- Auditorium seating – **doors open at 6:00 PM**. Guests will need to be seated by **6:45 PM** and **doors will be closed to guests promptly at 6:50 PM for the processional**.
- Reserved seating is only for faculty.
- **At the close of the ceremony, guests will remain in their seats until AFTER the platform party, faculty and graduates have exited the auditorium.**

**PLEASE REMEMBER:**

- **Leave enough time for travel and traffic congestion for you and your guests to arrive on time.**
- **A map has been included of SCF's Bradenton Campus. Locations highlighted include the parking lot, the Neel, and the 26 West Center.**