**INSTRUCTIONS FOR MASTER’S CANDIDATES**

1. Commencement exercises for master’s candidates (and some undergraduates) will be held in the Kerr Activity Center Saturday, May 11, 2019, at 2:00 P.M.

Candidates should report to the ECU Taff Cafeteria at 12:30 P.M.  In case of heavy rain, meet in Room 202 Kerr Activity Center.

PLEASE BE ON TIME.  Instructions relating to the exercises are given at that time.

In case of heavy rain, we will notify all candidates by email to report to Room 202 of Kerr Activity Center instead of the Taff Cafeteria.

PLEASE BE ON TIME and **report to the name card table when you arrive.** (For directions to the cafeteria, please contact the Records Office.)

Attendance at commencement exercises is expected of all candidates.

2. **Do not bring ANY personal items with you to the Cafeteria**.  You will not be allowed to carry any items except what can fit in your pocket because you will need both hands free when you cross the stage and your will return to a different seat rather than your original seat. We cannot guarantee the safety of any item you leave in, or under, a seat, i.e. no purses, cameras, portfolios from the Honors ceremony, etc. Just bring yourself and your cap and gown.

3. Candidates who need special accommodations for the ceremony because of a physical condition should contact the Records Office as soon as possible.

4. The graduation fee of $75 is now due if not already paid. This is NOT INCLUDED in your semester bill. Please mail payment directly to the Bursar’s Office.

5. Caps and gowns can be picked up from the ECU Bookstore after the Graduation Fair in March.  Graduation announcements may be purchased at the Bookstore.

6. All Spring and Summer candidates will have their name listed in the commencement program book unless approved for graduation by their ADVISOR after April 5, 2019.

7. We encourage you to wear comfortable, yet professional, attire under your gown rather than casual clothing to ensure that our graduates represent themselves and ECU with the utmost respectability. Honor cords and organizational sashes are allowed.

Best wishes to all candidates.

ECU Records Office