



JOHN CABOT UNIVERSITY

Graduation Schedule for 2012

FOR GRADUATING STUDENTS

Date: Monday, May 14, 2012

Place: Villa Aurelia at Porta San Pancrazio, 1 (near the American Academy).

Time: Processional begins at **5:30 promptly**.

12:00 – Complimentary lunch at Tiber Café (please R.S.V.P by May 5th, 2012 to infograduation@johncabot.edu.)

1:00 – Graduates must arrive **on time**. Graduates **must bring their own robes** and will have a designated place in the Villa to leave personal belongings. (This may not be possible if it rains.)

2:00 – Graduate group photograph without gowns.

2:15- 2:45 – Rehearsal for graduates in Secret Garden.

2:50- 3:15 – Graduates put on gowns and caps.

3:15- 4:00 – Individual graduate portrait photographs.

4:10 – Group Graduate Photo – also with President and Dean.

4:30 to 5:00 – All participants should be at the villa well in advance to finish robing, have photos taken and line up for the ceremony. In case of rain, all official participants will robe in the same room, as the other rooms will be set up for guest seating.

5:00 – Press Arrives.

5:10 – Graduates line up in alphabetical order.

All guests should be seated by **5:15**, with special VIP guests in the reserved sections toward the front.

The Processional Music begins. This signals the start of the ceremony. All guests will rise and the procession begins: graduating class, faculty, and Presidential party walk down the aisle.

Graduates will be seated in their area to the right (as one faces the stage) of the stage. The graduates will file in and take their seats from the back row to the front.

The Faculty will file in and take their seats in the chairs placed to the left of the stage (as one faces it), beginning with the last row and filling in to the first row

The Presidential Party will be seated on the stage. The Registrar will also be seated on or near the stage near the table with the diplomas.

For any questions or concerns, talk to Pilar, Erin or Kimberly. They are there to assist you throughout the ceremony.