



School of Nursing
UNIVERSITY OF WISCONSIN-MADISON

School of Nursing Baccalaureate Graduation Celebration

BSN STUDENT Final Details

Graduating BSN students,

The School of Nursing graduation events are fast approaching! With that in mind we want to provide specific details for each event, with instructions and reporting times.

Student Send-Off – Signe Skott Cooper Hall

The Student Send-Off will be held on Tuesday, May 9, from 4:30–7:00pm and is for all 2023 graduates of the School of Nursing. There is no official programming, it is a chance for graduating students to relax, unwind, and celebrate with peers. There will be lawn games, photo opportunities, Bucky Badger, Ian’s Pizza, Babcock ice cream, and plenty of beverages. Pizza will be available starting at approximately 4:30pm. Bucky will be at Cooper Hall from 5:00–5:30pm.

During the Send-Off, there will also be an opportunity for graduates to sign a set of wooden ‘2023’ numbers that we will install on the wall somewhere in Cooper Hall along with the graduation class photos that will be taken after the nursing celebration on May 13.

Baccalaureate Graduation Reception – Great Hall, Memorial Union

The Baccalaureate Graduation Reception will be held on Saturday, May 13, from 2:00–3:45pm. Appetizers and cake will be available in Great Hall. The School of Nursing also has Tripp Commons reserved as an overflow space if Great Hall becomes too crowded. All BSN graduates and guests are welcome at the reception! Tickets are NOT required. The reception starts immediately following Camp Randall (approx. 2pm) and will continue for guests until 3:45pm.

Baccalaureate Graduation Celebration – Shannon Hall, Memorial Union

The Baccalaureate Graduation Celebration will be held on Saturday, May 13, from 4:00–5:30pm. Guests must have a ticket to enter Shannon Hall for the Baccalaureate Graduation Celebration. Doors will open for guest seating at **3:30pm** (3:20pm for guests with accommodations). Dean Scott, faculty, and graduates will begin the processional promptly at 4:00pm. We ask that guests be seated prior to that time. Other than reserved seating for graduates, staff, and requested accommodations, the event is general admission. The Baccalaureate Graduation Celebration will be livestreamed to the School of Nursing’s YouTube page for those not in attendance.

Empire Photography will be taking photos during the celebration and Dean Scott and faculty will be available for photos following the event. We ask that graduates and guests refrain from taking pictures until the end of the ceremony.

Graduation Staging Area – The Play Circle, Memorial Union – REPORT TIME 3:15pm

The Play Circle is located on the second floor of Memorial Union. It will be secured during the ceremony so graduates may leave valuables in the Play Circle if desired but must retrieve all items immediately following the class photo.

CHECK IN: All graduates must check in at the registration table located outside The Play Circle to pick up name and photography cards. Graduates can begin checking in at 3pm; all graduates should at least be in line to check-in by 3:15pm. Once checked in, graduates should proceed to The Play Circle.

PHOTOGRAPHY CARDS: Photography cards should be picked up when checking in at The Play Circle. These cards have the graduates' name and any submitted contact information on one side and the Empire Photography logo on the other. Graduates should hold onto their photography card during the beginning of the ceremony. During the Announcement of the Graduates, before stepping onto the stage, graduates will hand over their photography card to the staff member stationed at the bottom of the stairs leading up the stage. After the celebration, these cards will be given to Empire Photography so they have a way to easily track the order in which photos were taken.

NAME CARDS: Name cards should be picked up when checking in at The Play Circle. These cards are used to call each graduate's name as they cross the stage to be congratulated by Dean Scott. The name card has the graduates' name and submitted phonetic pronunciation on one side and the School of Nursing logo on the other. Graduates should hold onto their name card during the beginning of the ceremony. During the Announcement of the Graduates, graduates will *hand over* their name card to the name reader before crossing the stage. As their name is read, graduates will cross the stage, shake Dean Scott's hand and receive a scroll, then proceed backstage to the Empire Photography set-up to get their picture taken.

STUDENT LINE-UP: Following check-in, graduates should be seated in The Play Circle where they will receive an overview of what will happen during the celebration. At approximately 3:40pm, graduates will line up for the processional. Graduation speakers and award winners will be assigned an order within the first 9 spots in the processional and will lead the procession as they have designated seats within the student seating area.

GRADUATION ATTIRE & TASSEL: Graduates are required to wear a cap and gown to the School of Nursing Baccalaureate Graduation Celebration. With Campus Commencement happening earlier in the day, it is appropriate for graduates to wear their tassel on the left side.

When choosing shoes to wear, graduates should keep in mind that the Shannon Hall stage is a rather smooth surface and steps are required to get to the stage – if graduates have any concerns about the stage crossing, or are unable to use steps, they should contact the Academic Affairs Office.

Saturday, May 13 Summary

GRADUATES

- 10:00am** - Camp Randall Gates Open
- 11:20am** - Graduates should arrive and be seated in Camp Randall
- 12:00-1:30pm** - Campus Commencement
- 2:00pm** - Nursing Reception starts in Great Hall, Memorial Union
- 3:15pm** - Graduates must report to Play Circle, Memorial Union
- 4:00pm** - School of Nursing Baccalaureate Graduation Celebration Starts

GUESTS

- 10:00am** - Camp Randall Gates Open
- 12:00-1:30pm** - Campus Commencement
- 2:00pm** - Nursing Reception starts in Great Hall, Memorial Union
- 3:20pm** - Guests with accommodations can find their seats in Shannon Hall
- 3:30pm** - Shannon Hall doors open for all guests; general admission
- 4:00pm** - School of Nursing Baccalaureate Graduation Celebration Starts