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# Minnesota West - Pipestone & Luverne

## 2020 Graduation Information

Tuesday, May 14<sup>th</sup> at 7:00 pm  
Pipestone Area High School Auditorium

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**Contact Person(s):** Pam Davids – Pipestone Campus – [pam.davids@mnwest.edu](mailto:pam.davids@mnwest.edu) or 507-825-6796  
Jill Arp – Luverne Center – [jill.arp@mnwest.edu](mailto:jill.arp@mnwest.edu) or 507-449-2773

**Cap/Gown/Tassel:** Your cap, gown and tassel (*also cords – if graduating with honors*) will be available for pick-up at the Pipestone Campus and Luverne Center **after** you have submitted the online Application for Graduation and completed your Loan Exit Counseling (*if necessary*).

- Gowns will be available for pickup Monday – Thursday starting April 27.

**GRADUATION CEREMONY:** The agenda for **Thursday, May 14th:**

- 4:00 pm Nursing pinning ceremony - (Pipestone Area High School Auditorium)
- 4:30 - 6:00 pm Meal for the graduates and family/friends - (Minnesota West - Room 103)  
**BE AT THE PIPESTONE AREA HIGH SCHOOL BY 6:15 PM DRESSED IN YOUR CAP & GOWN!**
- 6:15 pm Pick up name card and line up alphabetically by program - (Pipestone Area High School Cafeteria)
- 7:00 pm Graduation ceremony - (Pipestone Area High School Auditorium)

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## Graduation Procedure

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1. **Be at the Pipestone Area High School Cafeteria by 6:15 p.m. dressed in your cap and gown.**

### How to Wear Your Graduation Cap and Tassel

The cap should be worn so that one of the points is directly in front, so that if looked at from above the cap would form a diamond on your head. Pull it down snugly so that the top of the cap is flat with your head. It shouldn't be pointing up or resting on top of a hairdo.

The tassel should be placed so that it hangs on the right side of your face. Once you have received your diploma and been announced as the graduating class, you should grab the tassel and turn it to the left side. Leave it in this position until you remove your cap after the ceremony.

2. Pick up name card and line up in the commons area alphabetically according to your program area.  
**We will march in at 7:00 pm sharp!**
3. When graduates march in to the seating area, please be seated **immediately!**
4. Each row rises as directed to receive your diploma cover.
5. Take the diploma cover in your left hand so your right hand is free to shake hands.
6. After receiving your diploma cover, return to your row of seats...move in all the way and sit down.
7. After everyone has received their diploma cover, you will be announced as the graduating class of 2020 at which time you will move your tassel to the left side.
8. You will then be directed to rise {one row at a time} to march out for the recessional.
9. Gowns **MUST** be checked back to the Cafeteria area before leaving. You keep the tassel and/or honor cords.

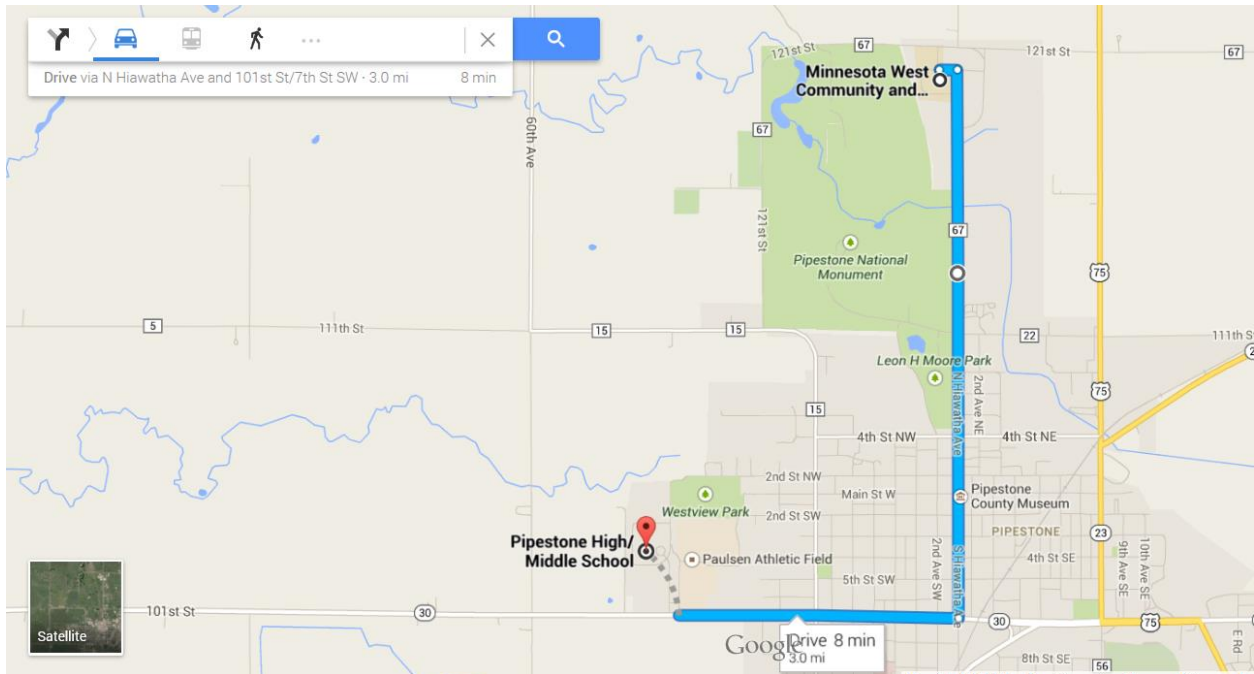
❖ **IMPORTANT: Students will not receive a diploma if they have a balance due. Exit counseling** must be completed if you have student loans. At the Graduation Ceremony, you will be handed an empty cover. **Mid to late June** you will be mailed your diploma after grades are finished and a final degree check has been completed.

❖ **The Minnesota West Educational Policy 3.6 regarding Code of Conduct remains in effect. If you are under the influence of alcohol or drugs, or become disruptive, you will be asked to leave.**

## Driving Directions from Pipestone Campus to Pipestone Area High School.

From Minnesota West Community & Technical College – turn right out of parking lot:

- 1) Head south on Hiawatha Avenue - 1.9 miles
- 2) Turn right onto Hwy 30/7th Street SW - 1.0 mile
- 3) Destination will be on the right



### ADDRESS INFORMATION:

#### **Minnesota West – Pipestone Campus**

1314 North Hiawatha Ave  
Pipestone, MN 56164

#### **Pipestone Area High School**

1401 7<sup>th</sup> Street SW  
Pipestone, MN 56164