Contact Person: Mary Enestvedt – Granite Falls Campus
mary.enestvedt@mnwest.edu
320-564-5010

CAP/GOWN/TASSEL: Your cap, gown and tassel (also cords - if graduating with honors) will be available for pick-up at the Granite Falls Campus AFTER you have submitted the Application for Graduation and completed your Loan Exit Counseling (if necessary).

- Gowns will be available for pickup in the Student Services Office area on the following days and times:
  - April 12 – 27, 2021
  - Monday – Thursday – 7:30 AM – 2:00 PM
  - Friday – 7:30 – 12:00 PM

GRADUATION CEREMONIES: The agenda is as follows:

- April 28th, 2021 - 5:30 pm – All Programs (except Nursing) – held in the Commons Area at the Minnesota West - Granite Falls Campus
- May 5th, 2021 – 3:30 pm – Nursing Pinning and Graduation
  Held at Yellow Medicine East High School gym; 450 9th Avenue; Granite Falls, MN
  Use Espland gym doors on north side of building.
- Cupcakes will be served after each Ceremony.

Graduation Procedure

1. **April 28 graduates**: Be at the Granite Falls Lobby Area 30 minutes prior to your assigned Graduation time with your cap, gown, and mask on. Please use the north entrance by the flagpole.
2. **May 5 graduates**: Meet at 2:30 p.m. in the YME high school cafeteria.

   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.

3. Upon arrival at the campus, show your green pass from the COVID Daily Screening Tool. Maintain social distancing at ALL times and have your masks on. Pick up name card in the Lobby Area (by the entrance) and line up in the hallway next to the Commons Area according to your program. We will march in at 5:30 (Powerline and Precision Machining) and 7:00 pm (All Other Programs) on April 28th. Also, the Nursing students will march in at 2:00 pm on May 5th.

4. When graduates march in to the seating area, please be seated as soon as you get to your chair.
5. Each row rises as directed to receive your diploma cover.
6. There will be no handshaking after being handed your diploma cover.
7. After receiving your diploma cover, return to your row of seats...move in all the way and sit down.
8. After everyone has received their diploma cover, you will be announced as the graduating class of 2021 at which time you will move your tassel to the left side.

9. You will then be directed to rise {one row at a time} to march out for the recessional.

10. You may keep the gown, cap, tassel and honor cords. Congratulations on your Graduation!

❖ **IMPORTANT**: At the Graduation Ceremony, students are handed an empty diploma cover. **Mid to late June**, after grades are finished and a final degree check has been completed, students will receive their digital diploma from Parchment sent to their personal **e-mail address** on file. Parchment will mail a printed diploma to the student’s permanent address on file 7 – 10 days later. **PLEASE VERIFY THAT BOTH YOUR PERSONAL E-MAIL AND YOUR PERMANENT ADDRESS ARE VALID IN YOUR E-SERVICES STUDENT ACCOUNT.**

❖ 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.

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**Location**

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**ADDRESS INFORMATION:**

Minnesota West
Granite Falls Campus
1593 11th Avenue
Granite Falls, MN  56241
Enter in the north entrance
by the flagpole.