



DEPARTMENT OF THE NAVY

COMMANDANT OF MIDSHIPMEN
U.S. NAVAL ACADEMY
101 BUCHANAN ROAD
ANNAPOLIS, MARYLAND 21402-5100

Canc: Sep 12

COMDTMIDNNOTE 5050

OPS

1 Aug 12

COMDTMIDN OF MIDSHIPMEN NOTICE 5050

Subj: DELAYED GRADUATION CEREMONY

Encl: (1) Schedule of Events
(2) Diagram of Event Location

1. Purpose. To disseminate the Delayed Graduation Plan for the summer graduates of the Class of 2012 and establish specific responsibilities for executing the ceremony.

2. Background. The summer graduation ceremony will be held at 1000 on Friday, 17 August 2012 in Mahan Hall. The official party consists of Associate Dean Waite, Deputy Commandant of Midshipman, the senior Marine, a Chaplain, and a Class of '62 Representative. There are eleven graduates:

<u>Name</u>	<u>Major</u>	<u>Service</u>
Angle, Daniel	HHS	USN
Cumpston, Kainoa	HHS	USN
Deal, James	SGS	USN
Dismant, Jason	SPH	USN (Receiving Commission)
Downing, Matthew	SGS	USN
Greenawalt, Brok	EGE	USN
Oswald, Thomas	EASA	USN
Presnell, William	FPSI	USMC
Shannon, Jarred	HHS	USN
Tuani, Jabaree	SGS	USN
White, Fleet	FEC	USN

3. Responsibilities. Specific responsibilities are as follows:

a. Deputy Commandant, US Naval Academy. Participate as Official Party member providing graduation remarks, conferring the degrees, and commissioning the Navy graduates.

b. Academic Dean and Provost. Participate as Official Party member and presenter of the graduates.

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c. Commandant Assistant Operations Officer (AOPS)

(1) Overall coordination for the event.

(2) Gather biographical information from the graduates/commissioning candidates and distribute to official party and applicable faculty/staff.

(3) Provide a briefing and full rehearsal to the graduates and the ceremonial adjutant at 1400 on Thursday, 16 August 2012 in Mahan Hall.

d. Chaplain. Participate as Official Party member providing invocation and benediction.

e. Photo Lab

(1) Provide photographer for the event.

(2) Once developed, send photos to AOPS for distribution to the graduates.

f. Band. Provide musical support as listed in the graduation script.

g. Midshipman Personnel. Provide USN commissioning certificates to AOPS by 10 August

h. Marine Corps Representative. Provide USMC commissioning certificates to AOPS by 10 August.

i. Registrar. Provide diplomas, ready for pick up by 10 August.

j. Alumni Association. Provide name and contact information of the Class of 1962 representative who will participate in the ceremony by providing the first insignia.

k. Publications/Print Shop. Produce and print graduation program.

l. Associate Dean for Faculty

(1) Coordinate staff and faculty attendance and procession.

(2) Provide estimated faculty attendance numbers to AOPS by 10 August.

m. Mahan Hall Building Manager

(1) Provide technical services including stage, five official party chairs, two podiums, three small tables, five armless chairs for band members and PA system.

(2) Place reserved signs in seating areas for graduates and faculty/staff members.

n. Security Officer

(1) Reserve Mahan Hall parking lot for guests of the graduates.

(2) Brief gate guards as to the event.

o. Naval Academy Summer Programs. Provide six ushers at 0900 in Mahan Hall to distribute programs and assist as needed. Ushers should be identified and names given to AOPS by 10 August.

p. Battalion/Company Officers and Senior Enlisted. Those with graduates from their companies will participate in the faculty/staff procession. Others are invited to attend as guests.

4. Procedure. The Summer Graduation Ceremony will be executed as delineated. The schedule of events is provided in enclosure (1). A diagram of the location is enclosure (2).

a. Uniform will be Service Dress White (USN) or Blue-White Dress "B" (USMC) for the Official Party, Battalion/Company Officers, Company Enlisted Advisors, and military faculty. Attire for civilian faculty in the procession is academic regalia. The usher uniform is Service Dress Whites with covers and gloves. The uniform for attendees is Summer Whites (USN) or Marine Corps equivalent Blue Dress "D".

b. Graduates will wear Service Dress White with Midshipmen in Rank shoulder boards and ribbons. No gloves, nametags, or covers will be worn. Females will fasten Midshipmen in Rank shoulder boards onto their Service Dress White jacket and place white tape over the Ensign stripe. Midshipman being

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commissioned in the Navy will remove shoulder boards immediately following the ceremony. Midshipmen being commissioned in the Marine Corps will wear Blue-White Dress "B" with ribbons. No gloves, nametags, or covers will be worn.

c. Rehearsal will occur in Mahan Hall as follows:

Date

Thursday, 16 August (1400)

Attendees

Adjutant, AOPS,
Chaplain, Graduates,
Representative for the Commandant,
Representative for the Senior
Marine, and Dean.



C. A. CARROLL

By direction

SEQUENCE OF EVENTS

<u>TIME</u>	<u>EVENT</u>	<u>ACTION OFFICER</u>
0900	Station Ushers in Mahan Hall	Head Usher
0930	Graduates meet in Mahan Lobby	LT Kitchen
0945	Official Party (Dean Waite, Deputy Commandant, Chaplain, Senior Marine, 1962 Class Rep) meet in Sampson Hall side lobby to review sequence of events.	LT Kitchen
0958	Official Party prepositions in Mahan Lobby (Sampson Hall side).	LT Kitchen
1000	Procession of graduates	LT Kitchen
1001	Procession of Official Party	LT Kitchen
1003	National Anthem/Invocation	LT Alexander
1005	Deputy Commandant's Remarks	CAPT Carroll
	Presentation of Candidates	Dean Waite
	Conferring of the Degree	CAPT Carroll
	Commissioning into USMC	Col Montanus
	Commissioning into USN	CAPT Carroll
	Blue and Gold/Service Songs	Band
	Benediction	LT Alexander
	Departure of the Official Party	

Delayed Graduation Set Up in Mahan

