

University of Connecticut
Honors Program
Medals Ceremony, May 3, 2009

Please arrive at the Jorgensen BEFORE 12:30 p.m.

1. Check in with registration located in the main lobby of the Jorgensen Center for the Performing Arts.
 - 1.1. All scholars will receive an index card with their name on it at registration. If need be, write the pronunciation of - and any corrections to - your name in marker. The Nomenclator will use this card to call your name out. You keep the card until it is needed (when you go up on stage to receive your medal).
2. All University & Honors Scholars will be sent to the Jorgensen Lower Lobby after registration in the main lobby. All Scholars must check in with a University Events Staff Member. All will be wearing a red badge with University Events written on it.
3. If you are both (University Scholar and Honors Scholar) you will be lined up with the University Scholars.
4. Be sure to wear your gown, but you **DO NOT NEED YOUR CAP**. You won't be able to wear it during the ceremony, as it interferes with receiving the medals.
5. Leave your personal belongings at home or with a friend. There is no place to secure these items during the ceremony.
6. **TURN CELL PHONES OFF.**
7. Procession begins at 1 p.m. sharp.
8. University Event staff, Honors staff and faculty members will be on hand to guide you through the ceremony.
9. University Scholars will fall behind Dr. Jonathan Hufstader and process to the Jorgensen Auditorium. University Scholars will proceed to the first row, stage right (where they will sit during the ceremony). They will **REMAIN STANDING** – each person in front of a seat - until Dr. Goodstein asks everyone to be seated.
10. Honor Scholars will line up in the Jorgensen Lower Lobby. There will be two lines which will process into the Jorgensen Auditorium, onto the stage, filling in the rows from back to front. A staff member will be there to help direct. They will **REMAIN STANDING** each person in front of a seat - until Dr. Goodstein asks everyone to be seated.
11. Honors Scholars (including those who are also University Scholars) will be the first to receive their medals. When directed, the **WHOLE ROW SHOULD STAND TOGETHER**. (Each consecutive row will be cued to stand by a faculty member.) Beginning with the first person in the first row (University Scholars who are also Honors Scholars), medal recipients will walk to stage left in a single file. A University official will be there to tell you when to step onto the stage. Hand the index card to Dr. Jonathan Hufstader. When your name is called, proceed to the front & center of the stage to receive the medal. Turn to face the audience and allow the medal presenter to place the ribbon over your head. Continue on to shake hands with President Hogan and Dr. Goodstein. Continue to stage right, back down the aisle and to your original seat.
12. University Scholars will be called next, **one by one** to have their projects recognized and receive a University Scholar medal. (Note: most University Scholars will receive 2 medals – one of which is for fulfilling Honors Scholars requirements. Leave the first medal on when receiving your second medal.) You should return to your original seats for the rest of the program.
13. All participants will join a recessional march to exit the theatre once the program is complete. This will happen in reverse of the opening procession. A faculty member will cue **ALL** medal recipients to stand up together. The marshals will then lead the recessional out.
14. A reception will follow.
15. Most important of all: **BREATHE....SMILE....and ENJOY!!!**

Congratulations from the Honors Program staff!