



# Commencement Information

## Nashville State Community College

**Commencement Ceremony  
May 7, 2024**

Lipscomb University, Allen Arena  
1 University Park Dr., Nashville, TN 37204

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Dear Graduate,

On behalf of Nashville State Community College faculty, staff and administration, congratulations on finishing what you started!

I look forward to watching you cross the stage on the evening of May 7, 2024, at Nashville State's 60th Commencement ceremony to be held at Lipscomb University.

As you may know, the graduation ceremony to confer your degree or certificate is called commencement because it marks the beginning of your future as a college graduate. It is a time of celebration and recognition of your significant accomplishment. We know this is only the beginning of the next chapter in your book of life. We encourage you to build on the successful foundation you have established through Nashville State Community College.

Thank you for choosing Nashville State. You are forever a part of the Falcon family. We are excited to recognize your accomplishment and wish you continued success in future endeavors.

Sincerely,

A handwritten signature in black ink that reads "Shanna L. Jackson". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Dr. Shanna L. Jackson

President, Nashville State Community College

# Important Graduation Ceremony Information

- Rehearsal is mandatory.
- Arrive at rehearsal by 1:45 pm. Rehearsal will begin at 2:00 pm SHARP!
- Bring your Name Card (Call Card) to rehearsal AND the ceremony.
- Bring your Cap and Gown to the ceremony ONLY along with your Call Card.
- Graduates can only wear college-approved ceremonial medals, pins, honors cords, and stoles with their cap and gown. Approved stoles include SGA, PTK, NSLS, Kappa Beta Delta, Honors College, and veteran's stoles/cords. Pins-Nursing honors pins, and SGA and honors college medallions. The hijabs are approved head coverings with the caps secured to them.
- No other adornments or embellishments such as pins, stoles, cords, ribbons, scarves, flowers, medallions, patches, or stitchery, among others, may be worn. If any alteration occurs to the gown you will be provided another to wear the day of commencement.
- Wear dark-colored pants, skirts, and shoes. NO BLUE JEANS, TENNIS SHOES, OR FLIP-FLOPS. Be sure to wear comfortable shoes.
- All electronic devices should be silenced at both the rehearsal and the ceremony. Please tell your guests.
- Please instruct your guests not to bring or use noisemakers of any type during the ceremony. Also, balloons will not be allowed in Allen Arena.
- Due to heavy traffic, you must plan your schedule accordingly and arrive early to allow time to line up.
- Line-Up for the Graduation Ceremony is at 5:00 pm. Graduates arriving late, after the processional has started, will be directed to sit in the last row(s) of the commencement area during the ceremony. Even if graduates have been to rehearsal, late arrivals will not be allowed to disrupt the ceremony by cutting into line or seating. Late arrivals will still have their names called to walk across the stage and graduation photos made.
- It is required that you attend the entire ceremony. Once you are seated, you will not be able to leave until the ceremony is over.
- Only Nashville State graduates are allowed on the arena floor. All guests of graduates must be seated in the stands.

# Cap and Gown Etiquette

## How should my cap be worn?

The cap should be worn so that the Mortarboard is level. It should not be tilted to the back or side of the head. The crown should be approximately one inch above the eyebrow.

## How do I tell the front from the back of the cap?

The front of the cap is indicated on the inside of the crown.

## Should the cap be removed anytime during the graduation ceremony?

Your cap should not be removed during the graduation ceremony.

## Can I decorate my Mortarboard?

You can decorate the top of your Mortarboard only. No decorations may hang off the edge, sides, or around the crown of the Mortarboard.

## How do I take care of my gown?

The gown should be removed immediately from the package and placed on a hanger.

## What can I wear with my gown?

Graduates can only wear college-approved ceremonial medals, pins, honors cords and stoles with their cap and gown. Approved stoles include, SGA, PTK, NSLS, Kappa Beta Delta, Honors College, and veteran's stoles/cords. Pins-Nursing, honors pins, and SGA and honors college medallions. The hijabs are approved head coverings with the caps secured to them.

No other adornments or embellishments such as pins, stoles, cords, ribbons, scarves, flowers, medallions, patches, or stitchery, among others, may be worn. If any alteration occurs to the gown you will be provided another to wear the day of commencement.

## The gown seemed wrinkled when I took it out of the package, should I send it to the cleaners?

The gown should not be washed or dry-cleaned. It may be pressed with a cool iron or steamed.

## What should I wear underneath the gown?

You should wear lightweight, comfortable clothing.

## How do I wear the tassel?

Tassels are worn over the right temple at the beginning of the ceremony. After receiving your diploma, but before your photograph is taken, move the tassel to your left temple.



## **Photography and Videotaping Permission**

By participating in and attending the Graduation Commencement ceremonies, you and your guests agree to be videotaped, audio recorded, and photographed by the office of Communications and Marketing and its designees. You and your guests give permission and absolute right to Nashville State Community College and its employees to use/publish the images and audio from graduation to promote Nashville State Community College, its students, and its programs. You waive the right to view these images and release Nashville State from any liability associated with the use of said images and audio.

You agree that neither you nor any agent representing you will receive any monetary compensation or fee for use of said images and audio now or anytime in the future.

# GradImages® Photographs of Graduates

## Commencement Day Photographs

Each graduate should expect to be photographed three times during the Nashville State Community College Commencement Ceremony.

1. First photo is taken before you go across the stage
2. Second photo is taken as you shake hands with Commencement Guest Speaker and Nashville State President on stage.
3. Third photo is taken off stage just before returning to your seat

For best results, remember to pull back your tassel (as well as any long hair) from your face. Footprints on the floor will mark the place for you to stand for the first and third photo. After the person in front of you is finished, simply step onto these footprints, pause briefly, and smile at the photographer. There is no need to pause or look at the photographer for the second photo.

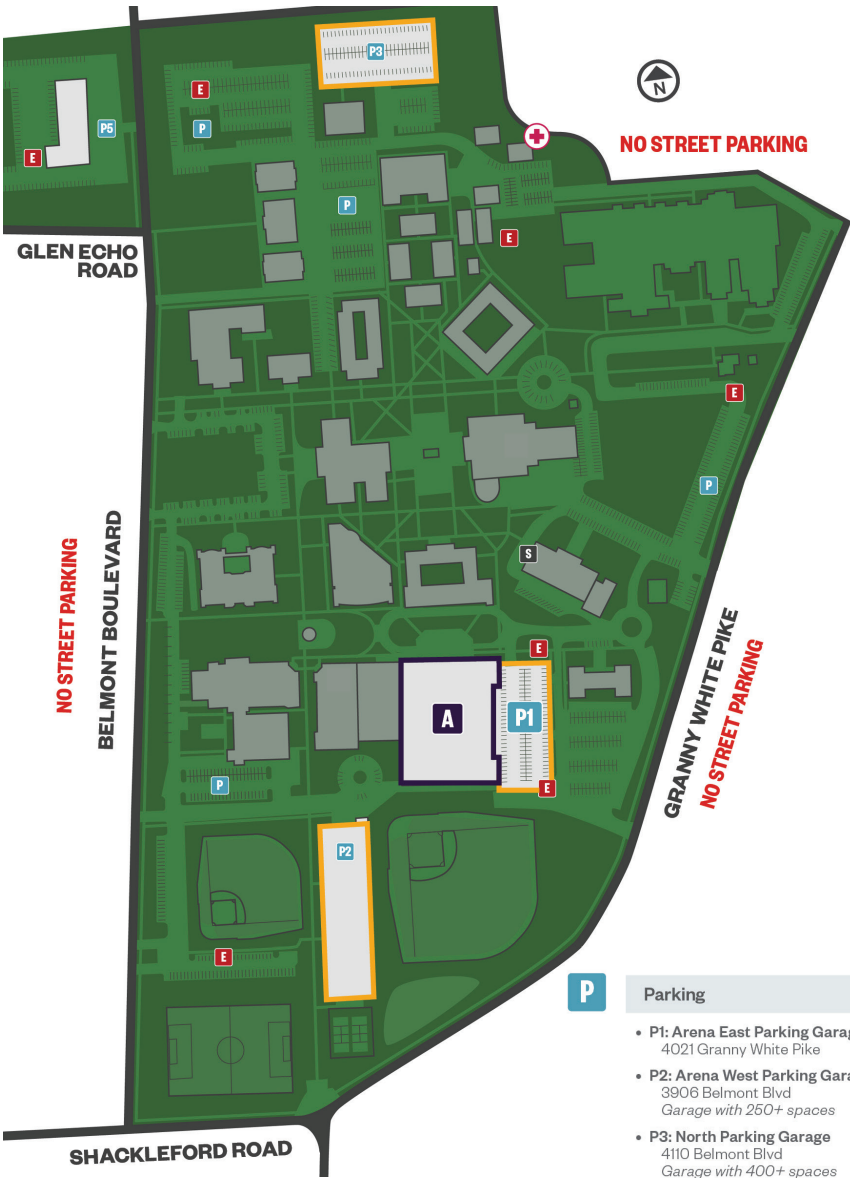
GradImages® is the official photographer for Nashville State Community College Commencement. Your proofs will be available after the ceremony. To view your proofs online, please visit [www.gradimages.com](http://www.gradimages.com). Pictures may be ordered online, by phone, or by mail. If you have any questions please contact Customer Service at 800-261-2576 or via email at [giservice@gradimages.net](mailto:giservice@gradimages.net)

Each graduate will receive a name card, which is to be brought to the graduation ceremony announcer. This card is also the only method for the graduation photographers to contact you. To ensure that proofs reach you by mail as well as a direct link to the online images, please print your home address plus a “non-edu” email address on the back of this card. *(No information is ever shared or used for any purpose other than delivering your photos)*

## Congratulations from GradImages®!

[www.gradimages.com](http://www.gradimages.com)

800-261-2576



**P** Parking

- **P1: Arena East Parking Garage**  
4021 Granny White Pike
- **P2: Arena West Parking Garage**  
3906 Belmont Blvd  
*Garage with 250+ spaces*
- **P3: North Parking Garage**  
4110 Belmont Blvd  
*Garage with 400+ spaces*
- **P5: Stokes School Overflow Parking**  
3701 Belmont Blvd

**A** Allen Arena

**S** Security & Safety

**+** First Aid / Health Center

**♥** AED: Each building is equipped with an automated external defibrillator.

**E** Emergency Call Tower



# Lipscomb University Campus Map and Directions

## Driving Directions

Physical Driving Address: 3901 Granny White Pk, Nashville, TN 37204-3951



*View the full  
campus map online at*

**LIPSCOMB.EDU/MAPS**

## FROM NORTH OF NASHVILLE ON I-65 OR I-24

Take I-65 to I-40 West to I-440 East. Take Exit 3 (21st Ave./Hillsboro Pike). When the off-ramp splits, follow the signs to Hillsboro Pike. Once you are on Hillsboro Pike, turn left at the third stoplight (Woodmont Blvd.)  
See FINAL DIRECTIONS below.

## FROM SOUTH OF NASHVILLE ON I-65

Take I-440 West. Take Exit 3 (21st Ave./Hillsboro Pk). When the off-ramp splits, follow the signs to Hillsboro Pike. Once you are on Hillsboro Pike, turn left at the third stoplight (Woodmont Blvd.)  
See FINAL DIRECTIONS below.

## FROM EAST OF NASHVILLE ON I-40

Take I-24 East to I-440 West. Take Exit 3 (21st Ave./Hillsboro Pk). When the off-ramp splits, follow the signs to Hillsboro Pike. Once you are on Hillsboro Pike, turn left at the third stoplight (Woodmont Blvd.)  
See FINAL DIRECTIONS below.

## FROM WEST OF NASHVILLE ON I-40

Take I-440 East. Take Exit 3 (21st Ave./Hillsboro Pk). When the off-ramp splits, follow the signs until you are on Hillsboro Pike. Turn left at the third stoplight (Woodmont Blvd.) See FINAL DIRECTIONS below.

## FINAL DIRECTIONS FOR ALLEN ARENA

At the second stoplight, turn right onto Granny White Pike. Go approximately two blocks and the campus will be on your right.

## TIME ZONE

Nashville is in the Central Time Zone (CDT). If necessary, please remember to adjust your travel plans accordingly.

# Places to Eat

## On Campus (limited hours)

Bennett Campus Center Food Court

Starbucks: Open from 7:00 am–3:00 pm

Chick-Fil-A: Open from 11:00 am–2:00 pm

Boar's Head Deli: Open from 11:00 am–2:00 pm

## Off Campus (near Allen Arena)

Subway: Open from 8:00 am–9:00 pm

4000B Granny White Pike, Nashville, TN 37204



## Staying in Touch After the Ceremony

- To continue your education at NSCC after graduation, reapply by completing a new application and declaring a new degree program.
- You can continue to request copies of your transcripts by completing the transcript request form. The form can be found on our website at [www.nsc.edu/records](http://www.nsc.edu/records).
- Please update your address in our system so that we can continue to communicate with you about new programs and/or events at NSCC. Update your address by completing a change of status form located on our website or update your local address via myNSCC.
- If you require a replacement or duplicate copy of your diploma, please complete the replacement diploma form located on our website. The cost for a replacement or duplicate diploma is \$15.00.
- A.A.S. Degree and Technical Certificate graduates: Remember to contact Career Services in S-215 (615-353-3230) for free assistance with your job search, resume writing, interview practice and access to position listings for graduates.





NSCC 26-24-03 NSCC is a TBR institution, an AA/EEO employer, & does not discriminate against students, employees, or applicants for admission or employment on the basis of race, color, religion, creed, national origin, sex, sexual orientation, gender identity/expression, disability, age, status as a protected veteran, genetic information, or any other legally-protected class. Policy inquiries: [Human.resources@nsc.edu](mailto:Human.resources@nsc.edu). Printer: Prisma Printing, 2947 Brick Church Pike, Nashville, TN 37207, Quantity: 700, © 2024, NSCC.