

Senior Graduation Information Meeting, April 19, 2018

CONGRATULATIONS Class of 2018!!!

Graduation is a series of events and not just one day. Please review the following information carefully as you are responsible for meeting all deadlines and fulfilling all requirements for participation in commencement. Your success deserves to be celebrated, and with your cooperation graduation will be an event that will truly represent your academic accomplishments.

Please use this calendar to be aware of important dates and times. Be sure to inform your employer of mandatory dates and make sure you have transportation.

Participation in the mandatory meeting and practices is required. If you fail to come to the mandatory meeting and practices, you will not be permitted to participate in commencement. Students must conform to all policies of behavior and financial obligations to take part in commencement exercises. Participating in graduation is a privilege, not a right.

If you have NOT ordered your cap and gown, you need to do so ASAP. Herff Jones will not be coming back to WHS to take orders or deliver supplies. Please visit their website to order your supplies. www.highschool.herffjones.com. Supplies will not be delivered to the school. You **must** have a cap, gown, and tassel in order to participate in the commencement ceremony. Your cap and gown **MUST** be ordered from Herff Jones!

| Date/Deadline | Time | Event | Details |
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| Thursday, May 10th | 7:00 p.m. | Senior Awards Night | Auditorium; Business casual dress, dress code enforced |
| Friday, May 11 th | 9:00 a.m. | Awards Day | Gymnasium, Business casual dress; IDs and dress code enforced. Meet in the Commons at 8:30 a.m. to march into the gym |
| May 16-25th Exam Information | Wednesday, May 16th -Senior EOCs Friday, May 18th -Periods 1 & 7 Monday, May 21st -Periods 2 & 6 Tuesday, May 22nd -Periods 3 & 5 Wednesday, May 23rd -Period 4 and Make-Up Exams* Thursday, May 24th -Make-Up Exams* | Senior Exams-This week will run on a regular daily bell schedule. | Locker clean out for seniors will be on Wednesday, May 23rd *Make-Up exams must be approved by Mr. Imperati |
| Friday, May 18 th | N/A | Elevator Requests/Handicapped Assistance for Graduation at Timmons Arena | If you have a friend or family member who will need to use the elevator due to handicapped seating or is in need of an interpreter for the deaf, sign up in Guidance by May 18th |
| Friday, May 18 th | N/A | Not Participating in Graduation Ceremony | Students <u>who do not wish</u> to participate in graduation should pick up the form and turn it in to their counselor by the end of the |

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| | | | day on May 18 th . You may make arrangements to pick up your diploma after June 6th with Mr. Imperati. |
| May 18-25 Textbook Return Information | Returns during all 3 lunches | Senior Textbook Returns | Do <u>not</u> return textbooks to the media center, return to designated textbook rooms |
| Saturday, May 19 th | 7:00 p.m. | Prom | TD Convention Center Prom ticket information on WHS website Arrive between 6:00-7:00. Doors close at 7:00 p.m. |
| Friday, May 25 th | N/A | Debts Cleared | Seniors must clear all debts , including old debts from previous years, before being permitted to participate in graduation practices and graduation. All debts including locks, books, library fines, uniforms, class dues, etc. <u>must be cleared by May 25th.</u> Only cash or money orders will be accepted. |
| Tuesday, May 29th | By 4:00 p.m. | Deadline to complete Credit Recovery | Any student enrolled in a Virtual SC Credit Recovery course must have a final grade by May 29th in order to participate in commencement. No exceptions. Students who finish after the deadline, but before graduation will be able to earn their diplomas, but will not walk at graduation. |
| Wednesday, May 30 th | 9:00 a.m.-12:00 p.m. | MANDATORY Senior Breakfast and Graduation Meeting | Breakfast will be served in the Commons, then you will be seated in the Auditorium. You will receive information regarding graduation procedures and obligations. IDs and dress code enforced. |
| Wednesday, May 30th | 4:00 p.m. | Deadline to request additional graduation tickets | Each graduating senior will receive 8 tickets for graduation. Anyone entering Timmons Arena must have a ticket, regardless of age. Students may request additional tickets online. Use the provided Google Form link on the WHS website under the Senior page to request additional tickets. Tickets will be distributed after practice on May 31st. |

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| Thursday, May 31 st | 8:30 a.m.-1:00p.m. | MANDATORY Practice #1 in the WHS Gymnasium and Newspaper Photo | Students should be in the <u>gymnasium by 8:30 a.m.</u> to take the newspaper photo. Bring your cap and gown (mark names inside, be sure not to lose your tassel!!). Formal dress under gowns is not required. IDs and dress code enforced |
| Thursday, May 31 st | 12:30p.m.-3:00p.m. (immediately after practice) | Graduation Ticket Distribution | Students must present Woodmont student ID or driver's license and sign for all tickets received. Additional tickets must be requested in advance using the Google Form located on the WHS website, under the Senior page. Payment for additional tickets must be made in cash (correct change) or money order. Additional tickets are \$5 each. Tickets may only be picked up by a graduating senior with a student ID or the parent or guardian of a graduating senior with ID. |
| Friday, June 1 st | 5:00 p.m. | MANDATORY Practice #2 at Timmons Arena | <u>STUDENTS MUST ARRIVE AND BE SEATED BY 4:30 p.m.</u> so we can start at 5:00 p.m. Students should enter through the front doors and go downstairs through the doors labeled Furman Athletics. Bring your shoes to practice in. Report cards will be distributed. Family and friends do not attend the practice at Timmons. IDs and dress code enforced. |
| Wednesday, June 6 th | 6:00 p.m. | Graduation Ceremony | Timmons Arena at Furman University. Students must report downstairs by 5:10 p.m. Dress code enforced. More details below |

Responsibilities on Graduation Day and Details

All school district rules apply during practice and graduation. Commencement is a dignified ceremony, and everyone in attendance should remain respectful and quiet. Please ask your guests to refrain from yelling or making noises that will detract from the ceremony. *Persons who insist on being rowdy or who disrupt or detract from the ceremony will be escorted out by security and will be subject to legal charges for disruption of school.* Graduates of disruptive guests will not receive their diploma at commencement. The graduate will make an appointment with the principal to pick up the diploma at a later date.

Any student arriving for graduation who is inappropriately dressed, under the influence, or who is disruptive will be removed immediately by law enforcement officers.

Graduates should enter through the main front doors of the arena and go downstairs through the doors labeled Furman Athletics. Do not enter through the main gymnasium. Plan for traffic congestion and leave early enough to be on time. The ceremony will begin on time with or without you.

Guests should enter through the front entrance. The doors will open for ticket holding guests at 5:15 pm.

Elevator for Handicapped Assistance-Guests in wheel chairs may take the elevator and will be escorted to the appropriate seating area. The name of the guest needing assistance must be on the approved list to access the elevator.

No family or friends will be allowed downstairs under any circumstances. During the ceremony, the general public will remain in the arena seats above the floor. No one other than the graduates will be allowed in the graduate seating area.

Families and guests will meet graduates outside the building following the ceremony. Celebrations should take place outside the Arena.

Parking: There will be no reserved parking. Students may park in the student parking lot on a first come basis.

Security - There is no place to leave any personal items such as purses, cameras, or cell phones so do not bring them with you into the arena. Leave all valuables with parents. Neither Timmons Arena nor Woodmont High School is responsible for lost, stolen, or damaged property.

Photography - see **WHS website for details**

Legacy Studios (www.legacystudios.com) will be at the graduation ceremony to take a picture of each senior walking across the stage as he/she receives his or her diploma. The company will then mail proofs home for parents to order pictures if they choose. **No one will be allowed to come on the floor to take pictures.** All pictures or recordings should be done from where the individual is sitting. Standing to take pictures blocks the view of others and their right to observe the ceremony. See the attached flyer for information regarding availability to purchase a **DVD** of the event. Return the flyer with payment to the Media Center.

Dress for Graduation

There are no dressing rooms at the arena, so come dressed and ready to go.

| Ladies | Gentlemen |
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| <ul style="list-style-type: none">Do not wear the white collar on the gownDresses of any color; no pants are permittedDresses cut low enough in front not to show at the neck of the robeDresses not longer than the robeDark <u>dress</u> shoes; no clogs, casual sandals, flip flops, tennis shoes or other casual shoe will be allowedWear bobby pins to secure caps | <ul style="list-style-type: none">Pants or trousers that are <u>dark</u>; <u>no</u> jeansDress shirt that is white or light blue with dark tieTies are <u>mandatory</u> to participate in graduationDark <u>dress</u> shoes (black, dark brown, or navy) with dark dress socks; flip-flops, sandals, tennis shoes or other casual shoe will not be allowed |

Students dressed inappropriately will not be allowed to participate in the ceremony but will make an appointment with administration to receive their diploma.

Protocol for Commencement

- Tassels are worn on **right side** of the cap until diplomas are conferred.
- Graduates do not applaud for themselves or for their classmates.
- Graduates do not do anything that detracts from the dignity of the ceremony.
- Graduates do not carry their programs or any other materials into the arena.
- Graduates do not consume food, beverage, or chew gum.

WOODMONT HIGH SCHOOL
GRADUATION 2018
DVD ORDER FORM

Please print legibly and fill in completely.

Student Name: _____

Parent Name: _____

Address: _____

Email: _____

Home Phone: _____ Alternate Phone: _____

- Graduation DVDs may be ordered for \$25.00 each through Thursday, June 14, 2018.
- Payment is due with order and may be made in cash, money order, or with credit card through the My School Bucks Store. No checks will be accepted.

TO ORDER WITH CASH OR MONEY ORDER:

- Complete form and return with payment to the Media Center. Keep your receipt as verification of your order.

TO ORDER WITH CREDIT CARD ONLINE:

- On the Woodmont High website, click on "Woodmont School Store" and login to your account; or set up a free account.
- Choose "Graduation DVD".
- Enter quantity.
- Follow steps to complete checkout and submit order.
- Make a note of your confirmation number; you will receive a confirmation email.

DVDs will be ready sometime after July 31 and will be mailed to the address provided above.

I wish to purchase _____ DVDs at \$25.00 each TOTAL \$ _____

FOR OFFICE USE ONLY:

Payment Method: Cash Money Order Credit Card
 Receipt # _____ Confirmation # _____

Order Received By: _____ Date: _____