



C/O 2018 COUNTDOWN TO GRADUATION!!

May 30 @ 3 PM (Graduates must arrive by 1:45 PM LATEST in the fieldhouse)

University of Miami Watsco Center: 1245 Dauer Dr., Coral Gables, FL 33146

DRESS CODE

Gentlemen:

- Dark slacks
- Light-colored long-sleeve dress shirt
- Neck tie
- Dress shoes (NO SNEAKERS OR SANDALS)

Ladies:

- Light-colored dress, skirt or slacks
- Moderate heels suggested

If you are not in dress code, you will NOT be allowed to walk!

4 THINGS THAT WILL KEEP YOU FROM RECEIVING CAP & GOWN ☹️

1. Owing fees (Pay fees BOTH online through OSP and check with treasurer for past fees to pay in cash by **May 11th**).
2. Have a pink card
3. Incomplete District Survey on portal (DUE BY **April 16th**).
4. Incomplete CAP Survey (DUE BY **April 16th**).
<https://www.surveymonkey.com/r/PWPFMGMD>

PINK CARDS

The last day for a teacher to issue a student a pink card with a potential senior failure list is **May 3, 2018**.

HOW IT WILL GO DOWN:

1:45 PM: All seniors meet in Watsco Center fieldhouse properly dressed in caps & gowns. Tassels on RIGHT side. (Take all pictures in your cap & gown PRIOR to the ceremony.)

- Line up behind respective academy flags (NHS members at front of each line, then alphabetical order)

3 PM: Processional begins.

- March in by academy.
- Stand one arms distance apart and smile.
- Remain standing for procession of everyone.
- Remain standing for JROTC and the Pledge of Allegiance. **(GENTLEMAN MUST TAKE OFF CAPS FOR THE PLEDGE OF ALLEGIANCE & NATIONAL ANTHEM)**

~4:30 PM: Mr. Costa will confer graduates. Graduates move tassels to LEFT side. End of ceremony.

- No throwing caps (your names are inside the cap and your diploma will be pulled)!
- One row at a time will retire to the fieldhouse and turn in gown.

CAP & GOWN

A message will be send through Remind101 to let graduates know when to pick up caps & gowns in Student Activities (room 9219) ONLY on **May 17-18, 2018**. Try on your gown at home as soon as you receive it (check for stains, length, etc.); replacements can be made if there are problems, but enough advance warning must be given to Student Activities. If you did not pay for a cap & gown, few caps and gowns will be available for purchase when the rest arrive.

4 graduation tickets will be given to each graduate. ONLY EXCEPTION: If he/she sold extra magazines, extra graduation tickets will be afforded to the graduate accordingly.

ATTENDANCE APPEALS

Teachers must issue a student an attendance appeal packet no later than May 4, 2018. Students who received an attendance appeal packet must submit all original appeal forms and appropriate documentation to Mr. Evans no later than **May 11, 2018**.

NAME PRONUNCIATION

Names will be announced by Ms. Rouit. If you are concerned about your name pronunciation, please see Ms. Rouit in room 9209 during 5th period or after school prior to the ceremony.

DO NOT bring any extra articles (*cell phones, purses, cameras, wallets, etc.*) into the fieldhouse or graduation ceremony!

DO NOT forget tassel, cap and medallions!
DO NOT inappropriately gesture, yell, throw caps, etc.! (Will result in withhold of diploma.)

DO NOT BE LATE! (Ceremony starts promptly at 3 PM; anyone late or out of dress code does not participate in the ceremony.)

NO CELL PHONES ALLOWED!!!

DATES TO REMEMBER

Turn in Attendance Appeals:	May 11
CAP and District Survey due:	May 16
Pick up Cap & Gown:	May 17-18
GRADUATION:	May 30 @ 3 PM



DIRECTIONS TO WATSCO CENTER

1245 Dauer Dr., Coral Gables, FL
33146

TO ARRIVE:

From school on Le Jeune, make a right onto Ponce and then make a right at the Watsco Center entrance gate.

THE DAY OF:

Your Cap and Gown: Your cap must be straight and not tilted. The top of the cap should be parallel to the floor. Your tassel is to be worn on the RIGHT side. At the appropriate time, all graduates will be instructed to switch the tassel from the right to the left during the ceremony. Ladies should make sure to wear your gown collar. Gentlemen should not wear the gown collar, but wear a collared dress shirt.

The Program: The processional sets the tone for the entire program. Please NO GUM chewing! March at one-arms length from the person in front of you. Once you reach the row where you will sit, follow instructions given to you by the student assistants. Move quickly down the row to your seat. Please do not skip seats, save seats, or switch seats. Remain standing, facing forward until it is time to sit together as a class. The processional will take about 10 minutes.

The Ceremony: The Pledge of Allegiance and the National Anthem will be said/sung once all the graduates are in place. Gentlemen must take off their caps for the Pledge of Allegiance and the National Anthem. All graduates must remain standing until JROTC leaves the stage.

Receiving Diploma Covers: Speakers will be announced, including Mr. Costa, who will introduce the platform guests. He will then announce when graduates are to come to receive their diploma. Graduates will present the name card to Ms. Rouit. Once she calls your name, proceed across the stage to shake Mr. Costa's hand along with the platform guests. Take your picture and return to your seat.

Turning the Tassel: Once all the names have been called, Mr. Costa and the Senior Class President will meet at the podium. All the graduates will stand. Once it is announced, you will turn your tassel to the left and remain standing.

Closing: Mr. Costa will make the closing remarks and as soon as he returns to his seat, the recessional will commence. Graduates will then leave the hall. Once outside, you will continue to the back of the hall to turn in the gown. You will turn in the gown as you exit the ceremony. In addition, when picking up your cap and gown in the Activities office, your name will be written in the lining of your cap. Please take note, your diploma will be held if your cap is thrown during graduation.

Special Note: Graduates who pick up their cap and gown and do not participate in the program, MUST return them to school. A special handling fee of \$6.00 must be paid when the cap and gown are turned into school. Diplomas for these graduates will be available at school.

To ALL Participating Seniors: If you are involved in any incidents at graduation your diploma will be pulled.

NO CELL PHONES AT GRADUATION!

NOTE: Visit CavsConnect for more details.