

# Commencement Information Form

To: Seniors  
From: Joey Vaughn, Principal  
Subject: Graduation  
Date: May 10, 2018

1. The commencement practice and commencement ceremony are school events and all school rules apply.
2. Practice for commencement exercises will be May 25, 2018, at 8:00 a.m. at the football stadium. Our goal is to get you out as soon as possible, so please be on time. In the event of inclement weather, practice and commencement will be in the gym.
3. Seniors are required to attend practice on the morning of May 25, 2018. We will not have a seat for those who are absent.
4. Seniors will have to provide for their own transportation to and from practice.
5. After practice, seniors are encouraged to stay and check pronunciation of their name.
6. Commencement exercises will be Friday evening, May 25, 2018, at 7:00 p.m. Seniors need to be present at 5:30 p.m. Reserved parking will be behind the scoreboard or at the bus loading zone if graduation is at the high school.
7. Appropriate dress for this formal occasion is required. Seniors must have their caps and gowns to walk. Boys must wear a collared shirt, tie and slacks. Girls must wear a dress, skirt, or slacks with a blouse. No one will be allowed to march in jeans, shorts, flip-flops, or Crocs. No apparel or grooming that is or may be potentially disruptive will be permitted. If there is a question as to what is appropriate, please ask. Also, if you need appropriate attire, please see your assigned assistant principal as soon as possible.
8. You **MAY** decorate the tops of your hats as long as it is school appropriate, is not wider than the hat, or taller than 2 inches. If you are unsure, please check with Mrs. Wright **BEFORE** you decorate it!
9. Commencement is a formal occasion. Any disruptions to this ceremony could result in disciplinary and/or legal action. In the event of such an action, the student will be escorted from the field/gym and his/her diploma will be withheld.
10. Beach balls, silly string, confetti, etc. will not be allowed on the field.
11. All debts and obligations must be met by Monday, May 21, 2018. If the school is owed money and the debt is not cleared, you will not walk the line on May 25.
12. This commencement information form must be signed and returned to your homeroom teacher by Friday, May 18th. Anyone who does not have a homeroom should submit the form to Mrs. Wright in the main office. Any senior who does not return the form will not be allowed to march.
13. CHS commencement information will be posted on the school website.
14. Congratulations to each of you for this great achievement!

**An Additional Note:** All seniors that plan to attend college will need to have their final transcripts sent to that college. Seniors need to come by the Student Counseling Center and complete a final transcript request by the end of the school year.

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I have read the above commencement information and understand what is expected.

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Student signature/date

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Parent signature/date