Information for all Seniors: Graduation Day

**Graduation Times**
Graduation begins at 10:30 a.m. on May 25, 2014. **Be at the Civic Auditorium by 9:45 a.m.** Please enter at the glass stage doors on Bowery Street. Your name will be on a list and only graduates will be admitted. Please do not enter through the main theater doors as you should not be admitted without a ticket and you will not be checked in.

From the stage door you will be directed to our gathering location below the theater. Please check in with the teacher assigned to your row and remain in the gathering area.

**Dress**
Dress appropriately for the occasion. **NO CASUAL SANDALS, JEANS, SHORTS, OR FRAYED PANTS OF ANY TYPE.** Dress shoes should be worn. Gentlemen must wear a tie, tightened to the top button. Gentlemen may not wear earrings. The gathering area will be secure during the ceremony so articles left there will be safe.

**Cap and Gown**
Iron your cap and gown before graduation day.

Caps and gowns will be distributed on Monday, May 12, 2014. You will keep your gown, cap and tassel for your party, pictures and memories.

*Only those seniors who have satisfied all requirements will receive a cap and gown.* This includes passing all required courses, tuition, fees, class books, library books, sport or other uniforms and equipment, detentions, etc.

Wear cap well forward with the front of the cap almost between your eyebrows. Wear your tassel over your RIGHT eye; change to your LEFT eye at the direction of the presenter.

**Ceremony**
The Baccalaureate Mass and Commencement will last approximately 130 minutes.

*Only those seniors who have satisfied all requirements will participate in the graduation ceremony.*

Associate principals will lead the procession into the auditorium.

All of you have a row and seat number—please know this. You will line up in this order for the ceremony. A faculty member will guide you. Be sure to know if you begin or end a row.

We will march into the theater from the rear down the center aisle. The front rows will fill in first and then each row in order. Note: No one will sit in the very first row, Row A. It will be left open in order to provide space for distribution of Holy Communion. Be sure to know if you begin or end a row. In case someone is absent from the graduation ceremony, leave his/her seat empty. DO NOT FILL IN!

**Diplomas**
During the ceremony you will receive your blue and gold leather diploma cover. After the graduation, all graduates will receive an envelope at the glass stage door entrance. The envelope will contain your report card, alumni card, and official diploma. Diplomas and transcripts may be held in order to insure compliance with outstanding responsibilities.

The Valedictorian is the first person to receive the diploma, then the Salutatorian, class officers, student council officers, and all others in alphabetical order. A faculty member will be there to direct you. Graduates will move to the stage steps from the side as a row, but walk onto the stage individually. Listen for your name before you start up the steps. You may sit down when you return to your seat.

**Communion**
A teacher will be there to direct the line for Communion.