

Hamilton Heights High School

Commencement 2019

The Center for the Performing Arts Carmel, IN

Thursday May 30, 2019

Dear Graduating Senior,

Congratulations on a great senior year. The class of 2019 has been a very high achieving and enjoyable class. You have served as exemplary role models, and we are extremely proud of your efforts.

As the culminating event to your high school experience, we want to make certain that Commencement is conducted with the highest degree of dignity. Graduation will be a memorable event, and its success is a responsibility shared by each member of the class of 2019.

Please demonstrate respect for your classmates, parents and family, and school by adhering to the following commencements guidelines:

1. Baccalaureate is Wednesday May 29th at 6:00p.m. in the HHHS Auditorium. Seniors are asked to report to the Media Center by 5:30p.m.
2. **Mandatory** practice will be held on **Thursday May 30th**. Graduates are required to arrive at HHHS at **7:30a.m.** Graduates will board school busses to The Center for the Performing Arts for practice from 9:00a.m.–12noon. **Make certain that you have your cap, gown and tassel(s)!** Failure to attend Graduation practice with your class will result in you not participating in the ceremony later that evening.
3. Immediately following graduation practice, Graduates will ride the school busses back to the HHHS.
4. On Thursday May 30th graduates need to arrive **promptly** at The Center for the Performing Arts Center by **5:15p.m.**
5. **Graduates will enter through the “East Lobby” doors and meet upstairs in the Robert Adam Room.** Commencement begins at **7:00p.m.**
6. On Thursday May 30th the building doors to The Center for the Performing Arts Center will open at 6:00p.m. for all family members and friends to enter the lobbies. The doors to the Hall will open at 6:30p.m.
7. Please make sure your family and friends have their tickets for seating. The Center for the Performing Arts Ushers will assist in finding their assigned seats as they enter.



8. Male graduates are to wear slacks, dress shirt, and dress shoes or new boots. Female graduates are to wear dresses, or blouses, slacks, and dress shoes. **Please no jeans, shorts, tennis shoes, or flip-flops.**
9. Please no ornaments or markings on your robe. Only cords and tassels approved by the Hamilton Heights administration are to be worn during graduation. You are allowed to write your secondary plans on your cap. All cap decorating ideas must be submitted to Mrs. Gray for approval.
10. Only our professional photographer will be allowed near the stage due to limited space. Additionally, we do not want to obstruct the views of our graduates and guests.
11. HHHS and CIESC will be providing a live stream of the Graduation ceremony. After the event a link to the video of the graduation ceremony will be made available on the Hamilton Heights website.
12. Inappropriate conduct prior to graduation, during practice, or the ceremony will result in your not being able to participate in the exercise or graduate due to the implementation of expulsion proceedings. Please do not permit this to occur; you have worked too hard. Inappropriate actions include but are not limited to; senior pranks of any kind, and vandalizing or defacing any school property.
13. All requirements established by the State Board of Education and the Hamilton Heights School Corporation for a diploma or certificate of completion must be satisfied to be eligible to participate in commencement.
14. All financial obligations to the school must be satisfied prior to receiving your diploma.
15. Lockers must be clean and free of damage and/or markings prior to commencement.
16. Graduates must pick up their actual diploma insert and return their graduation gown in the Robert Adam Room within 30 minutes after the conclusion of the ceremony.

Again, congratulations on an outstanding year. Please do not hesitate to contact us if you have any questions.

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