

- Students who are late for practice will not be permitted to attend the practice and must meet with Dr. Walker.

Practice Day 2: Wednesday, May 22 (8:30 a.m. to 11:30 a.m.)

- Practice will be held in the Wills Gym.
- Graduates must leave campus immediately following the conclusion of practice.
- Graduation tickets will be distributed at this practice. **No tickets will be provided in advance.**
- Students who are late for practice will not be permitted to attend the practice and must meet with Dr. Walker.

GRADUATION PRACTICE INFORMATION

- Seniors must be present and on time for all practices. Seniors who miss a practice may not be eligible to participate in the graduation ceremony. Graduation practices are school activities; therefore, all school rules and regulations, **including dress code policies**, will be enforced.
- If you drive on graduation practice days and do not have a parking permit, you may park in the rear lot near Smyrna Elementary. If you park illegally in an assigned faculty or student parking space, you may receive a ticket.
- Please leave campus after graduation practice is completed and do not visit other school campuses.
- Each graduate will receive their allotted number of tickets at the graduation practice held on Wednesday. **All guests attending graduation, including babies and small children, will require a ticket.**

ADDITIONAL INFORMATION

- **All fees must be cleared by Friday, April 26.** All fees must be paid in *cash or by money order*. If fees are not cleared, you will not be allowed to participate in the graduation ceremony. Information and clearance forms will be distributed in April during homeroom. **Please see Ms. Andrews** if you have any questions.
- After May 20, complete a **“Request for Final Transcript”** form in the School Counseling Office as soon as possible if you are planning to attend college this summer or fall. There is a \$2.00 charge. You will not be officially admitted until the college receives the final transcript.
- **Honor Cords:** Cords for honor graduates (students with a 3.5 or above GPA-not rounded off) will receive their cords at graduation practice.

GRADUATION DAY INFORMATION - Saturday, MAY 25

- Graduates arrive at the Carmichael Student Center at **8:30 a.m. with caps and gowns for attendance verification and line-up for the processional.**
- Parking will cost **\$10 for each car parked for graduation.** **This fee applies to graduates and to guests.** Be prepared to pay with cash.
- **Graduates** are to park in the Central Parking Deck.
- **Guests** are to park in the East Parking Deck and the East Parking Lot (across Frey Road from the East Parking Deck). Overflow parking will be available in the Central Parking Deck.

- **Handicap and elderly guests who require assistance should park in either Lot A or Lot B.** Golf carts will run continuously to transport guests to and from the Convocation Center.
- **Required Bag Check for Graduates and Guests:** In accordance with KSU requirements, all persons entering the Convocation Center **MUST** submit all bags and packages for inspection by public safety personnel. Please do not bring any packages that cannot be opened or inspected. Also, please allow extra time for entry as there may be delays. Graduates are strongly encouraged not to bring any bags or purses with them to the commencement ceremony. Bag inspection for graduates will be held in the Carmichael Student Center.
 - The bag inspection includes, but is not limited to: purses, back packs, tote bags, diaper bags, camera bags, and packages.
- **Tassels should be worn on the right side of the cap.** Caps should be worn flat on top of the head, not tilted, with the shorter point just above the eyebrows.
- **Behavior at the ceremony must be exemplary.** Throwing caps in the convocation center is inappropriate and dangerous and will not be permitted. **If a student tosses a cap during the ceremony or during the recessional, the student will pay restitution to KSU for any damages incurred. Please understand that disruption and misconduct in any form will not be tolerated.**
- **Any senior who causes a disturbance or in any way conducts himself or herself inappropriately during the ceremony will be removed and will not receive their diploma on the day of graduation.**
- **Prohibited Items for Graduates and Guests:** Balloons, posters/signs, camera tripods, monopods, selfie-sticks, or other camera stabilizing devices are not permitted inside or outside of the Convocation Center. In addition, any object which obscures the view of others or impacts the safety of others is not allowed in the venue.

DRESS FOR GRADUATES WILL BE AS FOLLOWS:

- **Gentlemen:**
 - White dress shirt
 - Dark blue or black tie
 - Black pants
 - Black shoes
 - Black socks
- **Ladies:**
 - Solid colored dark dresses (length no longer than the gown; collars should not show) or black dress slacks
 - Simple small jewelry (no necklaces)
 - **Dark dress shoes** (no white hosiery and no silver/gold on the shoes)
 - **NO FLIP FLOPS, SANDALS, or shoes with sparkles/bling are to be worn.**
 - If you decide to wear high heeled shoes, **please wear a comfortable pair** for walking and standing for long periods of time. Please keep in mind when selecting shoes that you will be standing for long periods of time.

Parents will not be permitted to interrupt the commencement ceremony to replace shoes that are uncomfortable.

*******Do not bring personal items to graduation such as cell phones, keys, purses or selfie-sticks.**

There is no place to secure these items while you are participating in the graduation ceremony. *****

Other Information about Graduation

- The commencement ceremony will be video recorded, and DVDs will be available for purchase on the day of the ceremony and by accessing the link on the Cobb County School website (www.cobbk12.org/graduation).
- Cady Studios will take photos as each graduate receives his/her diploma and will make these available for purchase. **Parents and/or guests may not be in the aisles, along the balcony railings, or at the front of the stage to film or to take photographs.**
- The commencement ceremony will be streamed live on the Cobb County School District website (www.cobbk12.org).
- Guests with disabilities or elderly guests requiring special assistance will be allowed entry **one (1) hour** before the start of the commencement program. **One family member may enter with the guest (both require a separate ticket) to sit in the designated areas.** Please understand it is not possible for families to sit together in these areas – only the guest requiring the seating and one family member. If you have questions about arrangements for guests with disabilities or elderly guests requiring assistance, please see Ms. Andrews. The Guests with Disabilities Form is due April 26.
- Following the ceremony, family and friends may meet the graduates at the Campus Green.

Returning Rental Gown and Diploma Pick-up for the Class of 2019

- Graduates can return their rental gowns on **Tuesday, May 28 and Wednesday, May 29 from 9:00 a.m. to 12:00 p.m. in the cafeteria.** At the time of return, diplomas will be given to the graduates.
- Diplomas will not be distributed after the graduation ceremony. To obtain the diploma, the graduate must return the graduation rental gown on one of the identified dates above. Diplomas will not be released prior to the scheduled commencement program.
- Graduates who fail to return the rental gowns at the designated time and location will be responsible for returning the graduation gown to Herff Jones or will be responsible for remitting payment for a lost item. The cost of a graduation gown is \$200.00.

Class of 2019 Important Dates

Tuesday, March 26	Graduation Parent Meeting at 6:00 p.m. in the Campbell Theater
Friday, March 29	Graduation documents available on the Campbell High School website
Thursday, April 11	Rental Cap and Gown Delivery by Herff Jones
Friday, April 12	IMPORTANT Graduation documents distributed in homeroom to seniors
Monday, April 22 – Friday, April 26	Senior Clearance of Fines and Fees during all lunches in the cafeteria
Friday, April 26	Graduation Intent Form due* Clearance of Fines and Fees Form due* *Forms MUST BE RETURNED to be eligible to participate in the graduation ceremony* Assistance for Guests with Disabilities Form due
Friday, May 3	College Signing Day
Wednesday, May 8	Last day for seniors to submit work for credit
Thursday, May 9	Senior Exam Exemptions identified by teachers
Friday, May 10	1 st and 2 nd period A Day exams
Monday, May 13	3 rd and 4 th period B Day exams
Tuesday, May 14	3 rd and 4 th period exams and 3 rd and 4 th period A Day exams
Wednesday, May 15	1 st and 2 nd period exams and 1 st and 2 nd period B Day exams (seniors leave campus after 2nd) Last day for seniors to clear any remaining fines, fees or to return lost textbooks Senior Final Grades Due
Thursday, May 16- Monday, May 20	Seniors DO NOT REPORT to school
Tuesday, May 21	Required graduation practice 8:30 a.m.-11:30 a.m. in the Wills Gym (graduates must report on time) <ul style="list-style-type: none"> • Graduation Intent Form and Clearance of Fines and Fees Form must be on file to participate
Wednesday, May 22	Required graduation practice 8:30 a.m.-11:30 a.m. in the Wills Gym (graduates must report on time) <ul style="list-style-type: none"> • Graduation Intent Form and Clearance of Fines and Fees Form must be on file to participate • Tickets will be distributed before the end of practice
Thursday, May 23 & Friday, May 24	Seniors DO NOT REPORT to school
Friday, May 24	Baccalaureate 7:00 p.m. at Smyrna First Methodist Church
Saturday, May 25	Commencement Ceremony at Kennesaw State University Convocation Center <ul style="list-style-type: none"> • Graduates must report to the Carmichael Student Center at 8:30 a.m. to participate in the commencement program (attendance verification) • Elderly and guests with disabilities plus 1 guest may enter the venue at 9:00 a.m. • Public admission begins at 9:15 a.m.
Tuesday, May 28	Graduates return rental gowns and receive diplomas in the cafeteria <ul style="list-style-type: none"> • 9:00 a.m. - 12:00 p.m.
Wednesday, May 29	Graduates return rental gowns and receive diplomas in the cafeteria <ul style="list-style-type: none"> • 9:00 a.m. – 12:00 p.m.