

**Sprayberry High School**  
**Class of 2017**  
**Graduation Information and Schedule of Activities**

Graduation:           Wednesday, May 24, 2017, 7:00 pm  
                              Kennesaw State University Convocation Center  
                              1000 Chastain Road, Kennesaw, GA 30144

Graduates will report to Kennesaw State University by 5:15 PM to line up for graduation.

Doors will open for family and friends at 6:15 PM.

**Tickets are required for all persons entering.** Tickets will not be provided to students who do not participate in the ceremony.

If handicapped access is needed for a guest or elderly needing special assistance, please plan to arrive early as facilities are limited. Each handicapped person may be attended by only one other person in the area provided, and both must have a ticket to access the facility. We will allow entry beginning at 6:00 for these attendees. Designated seating is provided for handicapped guests throughout the facility.

Parking is available on the Kennesaw State University campus. **Kennesaw State charges a PARKING FEE OF \$10.00 PER VEHICLE.** Drivers should be prepared to pay with cash and bring exact change to enter the lot quickly and keep traffic moving. All regular parking will be in the East Parking Deck (#9 on campus map) or East Parking Lot (across Frey Road from the East Deck). Guests with Disabilities or Requiring Special Assistance will need to park in Lot A or Lot B—Assistance to and from the Convocation Center will be available for guests.

Seniors and their parents should read all the information in this packet carefully. Seniors are responsible for knowing and following all directions and schedules in this packet. Before taking part in any Graduation Activity, each senior must have a signed Graduation Contract on file. The contract is part of this packet. **All seniors are to submit a signed Graduation Contract to the attendance office by the end of school on Friday, March 31, 2017.**

Graduation is an optional, dignified, formal ceremony for graduating seniors and their families and guests. Possession of any disruptive objects, or disruptive behavior, may lead to immediate removal from the ceremony.

We ask the cooperation of all that attend the graduation ceremony to help make it the dignified ceremony it is meant to be. Please refrain from any inappropriate noises that will detract from the dignity of the ceremony. Since this ceremony is an official function of Sprayberry High School, all Cobb County School District and Sprayberry High School policies, rules and regulations are in effect.

**GENERAL INFORMATION**

Seniors must meet all requirements for graduation before the diploma will be granted.  
**All required courses must be successfully completed by Friday, May 19, 2017,**

**or the student will not graduate with this class. Please note that no work will be accepted after the final exam is given.** All financial obligations, including payment for lost textbooks, parking fines, etc., must be cleared before final grades can be given and before the senior will be allowed to participate in graduation practice on Monday, May 22, 2017.

PARTICIPATION IN THE GRADUATION CEREMONY IS OPTIONAL. STUDENTS MUST MEET ALL EXPECTATIONS AND REQUIREMENTS IN ORDER TO PARTICIPATE.

Honor graduates (minimum of 3.50 cumulative GPA – not rounded off) will receive their honor cords at the Thursday graduation practice.

The Guidance Office will be closed on Monday, May 22, so that our Guidance Counselors can verify graduation status for all seniors. Please do not go by the Guidance Office to check on your grades. You will be contacted by one of the counselors if there are any problems with your grades.

Final report cards will be delivered with the diploma after graduation. You will need to request a final transcript for your college. Final transcripts are NOT mailed automatically – you must request that one be sent. This must be completed prior to the first Graduation Practice on Monday, May 22, 2017.

### **SENIOR EXAMS - Thursday, May 18 – Friday, May 19, 2017**

These are regular school days and exams will be given in the regularly scheduled 90 minute period. Seniors are expected to be at school all day on Thursday, but they may leave after exams on Friday *if a permission form has been properly submitted as part of the Graduation Contract.*

### **REHEARSAL AND CEREMONY BEHAVIOR**

- ◆ All policies, rules and regulations of the school will be enforced.
- ◆ Students must remain properly dressed throughout the ceremony and are expected to follow directions explained during rehearsal or they will be excluded from the ceremony.
- ◆ Possession of any disruptive objects may lead to immediate removal from the ceremony.
- ◆ Students must arrive on time, follow directions, and cooperate fully during the rehearsal and the ceremony.
- ◆ Disruptive students will be removed and not allowed to participate in the ceremony.
- ◆ All car keys, cell phones, cameras, and other personal items should be left in the care of family members or friends in the audience.

- ◆ All cell phones/pagers of family members and friends in the audience must be silenced.
- ◆ Balloons, flowers, noise makers, strollers, and food/drink WILL NOT be allowed into the graduation ceremony.
- ◆ Spectators are asked to behave appropriately during the ceremony by holding their applause until all students have received their diplomas, remaining seated during the program, and honoring the graduates with attire and behavior that respects a formal ceremony.

## **GRADUATION PRACTICE**

ATTENDANCE AT GRADUATION PRACTICES IS A MANDATORY PREREQUISITE FOR PARTICIPATION IN THE GRADUATION CEREMONY. Students must be on time for practices and will not be admitted late.

Cobb County School District policies and Sprayberry High School policies, rules, and regulations (including dress code) are in effect at all graduation practices and at the ceremony itself.

Students must have met all financial obligations prior to practice.

Practice 1	Monday, May 22, 2017	8:20 – 11:30 AM	Sprayberry HS Gym
Practice 2	Tuesday, May 23, 2017	8:20 – 11:30 AM	Sprayberry HS Gym

Seniors should park in regular assigned spaces. Seniors must be inside the gym and seated at 8:20 AM in their assigned space on the gym floor. We will not admit or wait for students who are late. The school dress code will be in effect for practice. ALL PRACTICES ARE MANDATORY. Guest tickets to the Graduation Ceremony will be distributed at the conclusion of the last practice.

Do not bring valuables, purses, etc with you to any practice or graduation ceremony. There will not be any secure place to leave valuables. Students are responsible for any lost or stolen item(s).

## GRADUATION CEREMONY

Wednesday, May 24, 2017 7:00 PM

Kennesaw State University

### Graduation Ceremony Schedule:

5:15 PM	Seniors Report to line up
6:00 PM	Doors open for limited entry by handicapped guests, or elderly guests requiring special assistance
6:15 PM	Doors open to family and friends
7:00 PM	Processional of Graduates Begin

Recessional – We ask all family and friends to remain in their seat until all the Graduates exit the ceremony. Graduates recess out and proceed out the door they entered. Once they exit, there will be a designated area for the graduates to throw their caps.

## GRADUATION CAP AND GOWNS

Delivery of all graduation information/cap and gowns is scheduled for April 24, 2017, during lunch in the commons. If you are absent on the delivery day, go by the Media Center to collect your products. If you have questions concerning these items, call the Herff-Jones office at 770.795.1626. Each student walking in graduation must have a black gown, matching mortar board, and tassel.

## SENIOR DRESS

Caps and gowns must be worn by all graduating seniors. Please press your gown before graduation. Please do not hem graduation gowns. The cap is worn flat on the head with the point at the center of the forehead and the tassel hanging on the left side. No bangs or hair should be sticking out in front of the cap.

Women: Wear a solid colored dress and black dress shoes with your gown. The dress may not hang below your gown. Closed toe dress shoes are required. Please keep in mind all graduates will be walking up and down a set of stairs.

Men: Wear a white shirt, dark tie, dark solid slacks, dark dress shoes and socks.

**No jeans, shorts, sandals, or sport shoes will be allowed for women or men.**

## **GRADUATION PHOTOS**

To maintain the dignity of the ceremony, all guests must remain in their seats throughout the graduation ceremony. Only hand-held cameras that do not block the view of other guests will be allowed into the ceremony. No tripods, monopods, or flash photography is allowed.

We have arranged for *Cady Studios* to take an individual photograph of each graduate as they receive their diploma. *Cady Studios* will mail each graduate a proof of this “diploma” photo and ordering information. The graduates will also receive information to access their photo online.

Additionally, the ceremony will be professionally video recorded and a DVD will be offered for sale to seniors and their parents. Information about this service will be provided on the school district website on the graduation pages.

Sprayberry High School has made these opportunities available to you so you may have a picture and video, but parents and seniors must deal directly with *Cady Studios* and/or the district video vendor to receive these products.

## **QUESTIONS**

Please contact Dr. Richmond Parker if you have any questions concerning any Graduation information or activities:

PHONE: 770.578.3200 (ext. 267)  
E-MAIL: [richmond.parker@cobbk12.org](mailto:richmond.parker@cobbk12.org)