

WILLOWBROOK HIGH SCHOOL

TO THE CLASS OF 2015:

APRIL 2015

The following is a calendar of important events and some other pertinent information you will need between now and the end of the school year. Please take note of these events and place this calendar in a convenient place for your reference.

<u>DATE</u>	<u>DAY</u>	<u>EVENT</u>	<u>TIME</u>	<u>PLACE</u>
May 26	Tuesday	Cap and Gown Distribution	All lunch periods	Student Cafeteria
May 27	Wednesday	Warrior Code BBQ	All lunch periods	Café Courtyard
May 27	Wednesday	Senior Athletic Banquet	6:00 – 10:00 p.m.	Venuti's
May 29	Friday	Graduation Practice	7:45 – 9:20 a.m.	Auditorium & Main Gym
May 29	Friday	Senior Recognition Ceremony & Ticket Distribution	9:20 – 11:00 a.m.	Main Gymnasium C2
May 29	Friday	Cap and Gown Distribution	11:00 a.m.	Student Commons
May 29	Friday	Prom	7:00 – 11:00 p.m.	Museum of Science & Industry
June 7	Sunday	Commencement Ceremony Reception (Refreshments)	1:00 p.m. Follows Ceremony	Main Gym Student Commons

MISCELLANEOUS IMPORTANT INFORMATION

- Four tickets to the Commencement Ceremony will be distributed **after** the May 29th Senior Recognition Ceremony. Students will be required to sign that they have received their four tickets that day. Students needing additional tickets should collaborate with fellow classmates to locate and secure any additional available tickets. For safety and security reasons, **there will be a limit of four tickets per graduate**. If students still need additional tickets (**2 ticket maximum**), they will be distributed in the Student Commons on **Wednesday, June 3rd from 7:00 a.m. – 7:40 a.m.** and **Thursday, June 4th from 3:00 p.m. – 4:00 p.m.** Students are to bring a **signed note from their parents** indicating that the one or two additional tickets are for immediate family members only. If there are any additional tickets remaining after Thursday, June 4th, you may come into the school on Friday, June 5th between 4:00-6:00 p.m. to see an administrator to get an additional ticket or two (depending on what may remain after the distribution on June 3rd and 4th).
- Seniors have the option not to participate in the ceremony. Forms for this purpose are available in the Principal's Office and require a parent's signature. Diplomas will be available after June 7th at the school in the Registrar's office.
- Required** commencement dress is:

Girls – dress, skirt/blouse, or pantsuits and dress shoes.
 Boys – suit or dress slacks and dress shirt with tie, dark socks and dress shoes.
 (No gym shoes)

Students will be sent back home to make adjustments if the required dress policy is not adhered to.
- A professional photographer has been hired to take pictures of all seniors as they receive their diploma and you may order as many of these prints as you wish. Graduates providing an email address on their graduation ceremony reader card will have proofs emailed to them after the ceremony. A video of the Commencement Program will also be taken. DVD's will be available for purchase for \$25.00. Order forms are available in the main office and are included in this mailing. Also included in this mailing is the option to purchase flowers to celebrate this memorable occasion. We ask that people refrain from leaving their seats or blocking aisles and exits to take pictures. Videos and photos may be taken from your seat. Please do not stand or block someone's view when taking pictures. Please do not bring balloons to the ceremony as they obstruct the view of others around you.
- Caps should always be worn with mortarboards level and with tassels on the right. **Flowers** are not worn with caps and gowns. The ceremonies for which caps and gowns are worn are occasions of solemnity and dignity and consequently, merit suitable appearance and behavior.

NOTE: ALL BOOKS AND SUPPLIES MUST BE TURNED IN AND ALL FEES MUST BE PAID PRIOR TO ANY STUDENT GETTING THEIR DIPLOMA. Diplomas will not be issued to students at commencement if outstanding balances with the school exist. All graduates must clear outstanding debts with the financial secretary, Mrs. Muhlena prior to June 7th. Official transcripts will not be issued until debts and fees are paid. Only **cash** payments **or cashier's checks** will be accepted.

If you have any questions concerning your graduation, please feel free to contact Mr. Tom Cantlin (630-530-3440).