



PREPARATORY HIGH SCHOOL

**Empowering Students Toward
a Brighter Future**

Parents/Guardians of Graduating Seniors,

As we inch closer to the big day, please review all of the information provided below carefully.

- The Graduation Ceremony is Saturday, May 26th, at 10:00am in Van H. Priest Auditorium at North Florida Community College. **Students are to arrive at Van H. Priest Auditorium NO LATER THAN 9:00am.**
- Baccalaureate is Tuesday, May 22nd, at 5:30pm at First United Methodist Church in Madison, Florida.
- All practices for Graduation are **MANDATORY!** Students must attend all practices and remain until dismissed in order to participate in Graduation. **Students who do not attend all practices will not be allowed to walk.**
- All disciplinary (detentions and /or suspensions) and financial obligations must be cleared before participating in graduation. These obligations include, but are not limited to, lunch order(s), returning textbooks, and class dues.

Students will be allowed to pick up their caps and gowns as soon as they have satisfied ALL GRADUATION REQUIREMENTS set forth by the JMPHS Board of Directors, including all classes, fines, fees, and disciplinary issues.

GRADUATION CEREMONY

North Florida Community College requires the following rules for use of Van H. Priest Auditorium:

- Services animals only
- No candles or open flames of any kind
- No fog or smoke machines of any kind
- No dry ice
- No balloons anywhere in the auditorium

JMPHS requests all visitors adhere to the following rules:

- Please be in your seats no later than 9:55am. Doors will open at 9:00am. Graduates will be entering the auditorium at precisely 10:00am.

- Please hold ALL applause until after all students’ names are called. We understand the excitement of this day for students and their families, but we want each student to receive the individual recognition he/she deserves for his/her accomplishment.
- Please be sure to have tickets upon arriving. No one will be allowed inside the auditorium without a ticket. Students will be given a maximum of 10 tickets at graduation practice. Students **may** give unused tickets to other students who may need more. We will try to establish a thread on our Facebook page so that parents can communicate effectively concerning tickets.

DRESS CODE

Females	Males
Dress- modestly sleeveless is ok (No strapless, spaghetti straps or halter tops)	Dark dress pants (black or navy is preferred)
Low heeled or flat dress shoes or sandals (navy, black, or brown) No flip flops or leg laces allowed.	Dark dress shoes (no tennis shoes or boots)
Simple jewelry – Small hoops or stud earrings only	White shirt with dark tie (or bowtie)

- The Dress Code attire is required any time the cap and gown are worn unless otherwise noted.
- Adherence to the Dress Code will be checked at the time of the student’s arrival at Baccalaureate and Graduation. Any senior not complying with the dress code could/will be removed from the line. **NO EXCEPTIONS.**
- A student will be removed from the line if a cap and/or gown is altered in any way. **NO EXCEPTIONS.**

**Violations of the dress code will result in loss of participation in the ceremony.*

AFTER GRADUATION

Students MUST return the graduation gowns before leaving the NFCC Campus on Saturday, May 26th. Students are to return gowns in the staging area behind the stage. After turning in graduation gowns, students will then receive their personalized diploma. Students may keep the caps.

CONDUCT

Our graduation is the largest academic event we hold in the community each year. Graduation is a dignified ceremony that will leave a lasting impression on all who attend. Exemplary behavior and flawless execution of the ceremony are essential. The ceremony is to honor an entire class of graduates. ***An individual does not have the right to ruin the ceremony for everyone else.*** All school rules will be enforced including the School Dress Code and the Dress Code described above. During the ceremony, please remain alert, quiet, and courteous at all times. Please remind guests that they too should be quiet and only applaud at the appropriate time. Rude, unruly, or disruptive behavior will necessitate removal by security personnel.

GRADUATION EVENT SCHEDULE

****Please do not make plans for these days and times.**

DATE	LOCATION	TIME(S)	EVENT	Dress
Thursday, May 17th	JMPHS Room #6 (Mr. White's Room)	After Lunch/After School	Hand Out Graduation Gown/Cap	Casual
Friday, May 18th	JMPHS Front Office	7:45am - 1:00pm	Senior Walk and Picnic (Need Cap and Gown)	Casual Dress under Gown
Monday, May 21st	First United Methodist Church Madison, FL	4:00pm	Baccalaureate Practice	Causal
Tuesday, May 22nd	First United Methodist Church Madison, FL	5:30pm	Baccalaureate Service (Need Cap and Gown)	Formal Graduation Dress (See Dress Code)
Thursday, May 24rd	Van H. Priest Auditorium	9:45am - 11:00am	Graduation Practice	Casual Dress
Friday, May 25th	Van H. Priest Auditorium	9:45am - 11:00am	Graduation Practice	Casual Dress
Saturday, May 26th	Van H. Priest Auditorium	9:00am (Graduation begins at 10am.)	Graduation (Need Cap and Gown)	Formal Graduation Dress (See Dress Code)

If you have any questions, please contact members of the graduation committee at the following email addresses or call the school at 850-253-2173.

Patrick White: pwhite@jmphs.org

Donna Law: dlaw@jmphs.org

Scot Bunch: sbunch@jmphs.org

James Johnson: jjohnson@jmphs.org

Warmest Regards,

