

# AUSTIN HIGH SCHOOL

## GRADUATION 2022



The following information is being provided to each senior planning to participate in the 2022 graduation ceremony. We hope to have the best commencement ceremony possible and ask for your assistance. Both the graduate and his/her parents should read this completely and note all dates and times.

1. **GRADUATION CEREMONY:** Commencement exercises will be held on Monday, June 6<sup>th</sup>, at 9:00 am at the Don Haskins Center. Relatives and friends are advised to arrive early, as seats are not reserved. Please keep in mind venue may change due to COVID along with those in attendance. Graduates **MUST** arrive at 7:00 am and be checked in no later than 7:30 am
3. **DISCIPLINE ISSUES:** Any offense/ referral (alcohol related, drugs, assault, etc.) that results in alternative placement during the last grading period will disqualify a student from participating in the graduation ceremony and/or Project Graduation.
4. **DIGNITY OF CEREMONY:** Commencement is a dignified ceremony. Please do not bring helium balloons, air horns, laser pointers, alcohol, glass bottles, tobacco products, and weapons as UTEP does not allow these items into Don Haskins. To further ensure the dignity of our ceremony graduates and their guests are to leave at home noisemakers, banners, cowbells, etc. They are not acceptable at this event. Don Haskins security has been instructed to search all people entering the event center and ban admission to anyone who does not comply with this request and will remove from the ceremony any graduate OR audience member who violates the decorum of the event. EPISD has asked that you not ask any volunteer or employee to hold these items for you.
5. **PHOTOGRAPHY:** Parents, relatives, friends or professional photographers not contracted by Austin High will not be allowed on the main floor during the ceremony. Security will be enforcing this rule. However, there will be two (2) sections reserved, “U” and “F”, for your family to take photos of you as you cross the stage. Once you have crossed, they are expected to return to their seats. Family photos as a group may be taken before or after the ceremony outside the Don Haskins Center. Pictures will be taken from hired individual before and during the ceremony that will be available for purchase.

6. **REPORT TIME:** Seniors are to report to the Don Haskins Center on the South Entrance off Glory Road by 7:00am and be checked-in with group by 7:30am Monday morning. More information is to come as to where exactly you will be checking in. Roll will be taken shortly thereafter. **IF YOU ARE NOT PRESENT IN TIME FOR THE ROLL CALL, YOUR NAME WILL BE REMOVED, DIPLOMA WILL BE REMOVED AND YOU WILL NOT PARTICIPATE IN THE CEREMONY.** (Graduates whose names have been removed may pick up their diplomas on Wednesday, June 8th in the registrar's office.) Please allow enough time to park and still be at the designated area on time. It is very important that you not be late. Consider how disappointed you and your family will be if you do not get to participate in this special occasion.

7. **DRESS CODE:** Please remember that commencement is a dignified ceremony. Therefore, any graduate not properly dressed risks being barred from the ceremony. Seniors are encouraged to dress in "Sunday's Best". Graduates are allowed to wear the following; appropriate dress, blouses, collared shirts, bow/neck ties, khaki pants, trousers/dress pants. Skirts/dresses should be no shorter than mid-thigh. All robes, white, or gold are somewhat transparent. For this reason, we recommend lighter colored clothing under your robe. Shoes: dress shoes, boat shoes, flats, heels, wedges and sandals are allowed. Please remember you will be walking long distances, down stairwells, and standing for long periods of time; be cautious of shoes you wear especially heels for the ladies.

- Graduates must wear cap, gown, tassel to participate in the ceremony. If you do not have these items you will not be allowed to participate.
- If you are to receive cords and stoles you will wear them to the ceremony.
- Not Allowed: jeans, t-shirts, shorts of any kind and gym/workout shorts. Do not bring any personal items such as purses, backpacks, or cameras, **WE WILL NOT HOLD ON TO THESE ITEMS.**
- Ladies do not carry a purse, and no student will be allowed to carry backpacks, and cameras. Please leave these items with a family member until after the ceremony. Have your keys on a lanyard to have under your gown if need be. Phones will need to be in pockets, ladies may have a small wristlet attached to a lanyard, to put their phone away if they don't have pockets.

8. **CAPS AND GOWNS:** Herff Jones has begun distributing pre-ordered caps and gowns in march of 2022, if you missed pick up please call Herff Jones. All gowns need to be either gold and shiny (not matte). IF you do not have the correct gown you will not be allowed to participate in the graduation ceremony. If you have not purchased your cap and gown, please call 915-593-5777 or visit their store at 1141 Larry Mahan, Suite 10, El Paso, TX 79925.

Mortarboards (caps) may not be decorated inappropriately, and decorations can only be related to Austin or Higher Education. There also cannot be any decorations hanging off the cap. School personnel will remove caps not meeting these standard, and you will not be allowed to participate in the ceremony.

9. **PROCESSIONAL:** Only seniors should report to the assigned meeting area. No guests or family members are allowed in the meeting area. Please be in place no later than 7:30am. Roll call will be taken and completed very quickly. Those not present when their name is called will be scratched from the program. Once your counselor scratches a name, it is reported to the person who does roll call and diplomas. Those who miss roll call will **NOT** be added back onto the list. **ONCE YOU NAME IS REMOVED, IT WILL NOT BE REPLACED.**

10. PICTURES WITH YOUR DIPLOMA: You will take a picture before the ceremony. If you arrive late and we are lined up ready to go, you will not be able to take your pictures as the photographers will already be on the floor getting ready for the ceremony. Information will be given to you about picture purchase options at Senior Clearance. This is subject to change due to COVID, however there will be pictures of you with your diploma.
11. RECESSION: All seniors are expected to follow the choreographed recession off the floor and up to the receiving/waiting area outside of the Don Haskins Center. There will be no time allowed for congratulating on the floor. Once the recessional music begins all students are expected to march out to the designated area. Please inform your family and friends there are to be NO people down on the floor once the ceremony has finished.
12. FINANCIAL OBLIGATIONS: ALL financial obligations (fines, equipment return, etc.) must be resolved by to **May 27th, prior** to senior clearance which begins on **Monday, May 31, 2022**. We will not be dealing with these matters on graduation day. If you have not resolved all financial matters, you will be asked to leave.
13. LAPTOPS: All Senior MacBook laptops will be collected, they are **NOT** for sale. MacBook's must be returned in working condition with all components (bag, charger & extension). Refer to PowerUp Fee Schedule for prices. Damages and lost/stolen devices need to be paid prior to graduation. Failure to pay will result in final transcripts being withheld. If you have damaged or lost laptop please see the bookroom clerk and the business agent for payment plan options. These payment plans must be paid in full by **May 27th**. All laptop fines must be paid in cash, money order, or cashier's check. No personal checks or debit/credit cards will be accepted at Senior Clearance.
14. COMMUNITY SERVICE HOURS: All community service hours must be entered into EPISD's online system by **Friday, May 6<sup>th</sup>**. Students who have complete and entered 120 valid community service hours by the deadline will receive a community service cord to wear at graduation.  
<https://legacy.episd.org/service/newversionisopen.php>
15. PROJECT GRADUATION: Will be taking place at Western Playland the evening of Graduation. Check in begins at 8:30pm. Gates and Rides begin at 9:00 pm. Rides will conclude at 12:00 am. Raffles Prizes and food will be at the pavilion from 10:00 pm to 12:00 am. All guest must leave the Western Playland premises immediately concluding Project Celebration. Guest tickets will be available for \$40 as a first come first serve basis. Ticket sales will begin June 1<sup>st</sup> in the business office.

If you have any questions, please call Mrs. Mendoza, Student Activities Manager, at 236-4200 or email at [nrmendoz@episd.org](mailto:nrmendoz@episd.org). PLEASE RETAIN THIS IMPORTANT INFORMATION FOR LATER REFERENCE. RETURN THE GRADUATION CONTRACT ONLY.

Attached please find your Graduation 2022 Contract. Both the graduate and parent should read this agreement carefully and thoroughly. The signed contract should be detached from pages 1, 2, and 3 and returned to Mrs. Mendoza in Student Activities no later than **Friday, May 13, 2022**. **You must turn in your contract before Senior Clearance. NO EXCEPTIONS.** Please be advised that only those seniors returning the contract by the stated date will be allowed to participate in the graduation ceremony.

## GRADUATION 2022 CONTRACT

**COMMENCEMENT** is an important event in the life of every graduate. It is intended to be a dignified ceremony signifying a new beginning. No one--neither graduate nor spectator--should deprive another of a meaningful ceremony.

The purpose of these guidelines is to maintain an environment in which every parent, relative, and friend can hear the names of each graduate and recognize his/her accomplishments *appropriately*. Our goal is to have a tasteful ceremony that can be remembered with pride by all.

Commencement is a privilege, not a right. By meeting all requirements for graduation, a senior is guaranteed only a diploma. The actual ceremony is a privilege that can be revoked at the principal's discretion. Seniors and their families who wish to participate should carefully read the *Graduation 2022 Contract* before signing and returning it.

**FOR THE GRADUATE:** As a member of the Class of 2022, I agree to abide by the following regulations, and I understand that failure to do so could result in cancellation of the graduation ceremony:

- Graduates must follow the dress code stated on Page 1, Section 7 of "Graduation 2022 General Information" or risk removal from the procession.
- Students may not possess noisemakers, foghorns, signs, 'silly string,' beach balls, balloons, confetti, toilet paper, etc.
- Graduates who are not present or arrive late for the graduation rehearsal will not participate in the ceremony.
- Graduates who do not arrive in time for their counselor's roll call preceding the ceremony will not participate in the ceremony.
- Graduates must settle all financial obligations (delinquencies, equipment fines, **laptop fines**, book fines, library fines, etc.) by **Thursday, June 2nd** to participate in the ceremony.
- **Any offense/referral (alcohol related, drugs, assault, etc.) that results in alternative placement during the last grading period will disqualify a student from participating in the graduation ceremony or Project Graduation.**
- Graduates must return a signed *Graduation 2022 Contract* **no later than Friday, May 13th to Ms. Mendoza, Room 154 4pm.**

**GRADUATE'S NAME (printed):** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**GRADUATE'S I.D. NO.:** \_\_\_\_\_

**GRADUATE'S SIGNATURE:** \_\_\_\_\_

**FOR THE PARENT:** As the parent(s) of a member of the Class of 2022, I/we agree to abide by the following rules and regulations, and I/we understand that failure to do so could result in my/our immediate removal from the Don Haskins Center by UTEP security:

- Spectators may not bring into the ceremony noisemakers, signs, 'silly string', foghorns, banners, beach balls, balloons, confetti, etc.
- As parents, we agree to assume responsibility for the actions and behavior of our family members and /or guests.
- As parents, we agree to impress on our child the importance of his/her behavior and to stress that any disruptive acts on his/her part could result in the cancellation of the ceremony.

**PARENT'S NAME (S) (printed)** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**PARENT'S SIGNATURE (S)** \_\_\_\_\_