

Hillgrove High School

Class of 2024

Commencement Information and Schedule of Activities

Friday, May 24, 2024, 7:00 PM
Kennesaw State University
Convocation Center

LOCATION OF VENUE AND DIRECTIONS

The Convocation Center is located on the Kennesaw campus of Kennesaw State University at the intersection of I-75 and Chastain Road. From I-75, exit at Chastain Road (Exit 271) and turn west. Go to the first traffic light past the I-75 ramps and turn right onto Frey Road for graduate or guest parking. For accessible and special assistance parking, continue to the second traffic light and turn right on Kennesaw State University Road. Additional approach information and alternate routes are available on the district website at www.cobbk12.org/graduation.

COMMENCEMENT TICKETS

- Every person entering the event, including infants, MUST have a ticket.
- Tickets will be distributed to each graduate during commencement practice on Tuesday, May 21.
- Tickets will not be provided to students who choose not to participate in the ceremony.
- The Cobb County School District will provide a live webcast of the commencement ceremony that will be available via the district website at www.cobbk12.org/graduation.
- Lost or damaged tickets cannot be replaced.
- A photograph of a ticket (including but not limited to images on a cell phone) may not be substituted for a legitimate ticket.

FINAL EXAMS

- Monday, May 13, 2024.....Periods 3, 4
- Tuesday, May 14, 2024.....Periods 1, 2
- Seniors requiring Course Extension are at risk of their names not being printed in the commencement ceremony program.

SENIOR CLEARANCE

- Senior Clearance will be held Wednesday, May 15, 2024, in the cafeteria. All fees for lost or damaged textbooks, media materials, parking, classroom instructional equipment, CCSD-issued laptops, uniforms, or any other materials owed to the school must be cleared by or at this time.
- Payments for financial obligations will be accepted in cash, check, or money order.

- Students with outstanding fees will be prohibited from participating in the mandatory rehearsals and the ceremony.
- Follow the schedule below to attend the Senior Clearance event:

<u>Student Last Name</u>	<u>Time</u>
A – C	8:45 AM
D – H	9:15 AM
I – M	9:45 AM
N – S	10:15 AM
T – Z	10:45 AM

COMMENCEMENT PRACTICES

- Practices are mandatory for participation in the commencement ceremony.
- Monday, May 20, 8:30 AM – Hillgrove Main Gym
- Tuesday, May 21, 8:30 AM – Hillgrove Main Gym (tickets will be distributed)
- Wednesday, May 22, 9:15 AM – KSU Convocation Center – Technical Rehearsal (includes individuals with speaking or performance parts ONLY)
- All policies, rules, and regulations of the Cobb County School District and Hillgrove High School will be enforced.
- No food or drink will be allowed during practices.
- Students with outstanding financial obligations will not be allowed to participate in practices.
- Honor cords and stoles will be distributed to qualifying students.

COMMENCEMENT ATTIRE

Graduates are expected to dress as follows:

- Dark dress slacks, a dress, or a skirt and blouse.
- Collared shirt, tie, dark dress slacks, dress shoes, and socks.
- Flat shoes are recommended due to the distance graduates will walk from graduate parking to the line-up room and the ceremony venue.
- No house shoes or slippers will be permitted.
- Flowers and large pieces of jewelry are not appropriate with commencement gowns.
- Mortarboards are to be placed on the top of the head so that the mortarboard is flat on top. Bobby pins are suggested to hold the cap in place. Tassels are to be worn on the RIGHT side of the mortarboard during the ceremony.
- To ensure the decorum of the ceremony and to provide consistency among schools, alterations to the mortarboard and gown will not be permitted. Graduates may only wear stoles, cords, and other insignia authorized by the school. Club sponsors will provide cords and/or stoles directly to students. Cords for honor graduates will be given to students during commencement practice.

COMMENCEMENT DAY

- Friday, May 24, 2024, 7:00 PM – Kennesaw State University Convocation Center

- Graduates will line up at 5:30 PM on the basketball courts in the **Siegel Recreation Center**. Graduates should NOT have any bags, as there is no place to store personal items in the Siegel Recreation Center. **In accordance with KSU requirements, all graduates and staff must pass through metal detectors upon arriving for line-up.**
- To participate in the ceremony, each student must have a gown with a matching mortarboard and tassel. If you have not yet ordered a cap and gown, please visit atlgrad.com as soon as possible.
- Doors will open to guests with disabilities and elderly guests requiring individualized assistance at 6:00 PM. Doors will open for all guests at 6:15 PM.
- Following the ceremony, graduates and families should meet on the Campus Green in front of the Convocation Center for family gatherings and photographs.

CONDUCT OF GRADUATES AND GUESTS

- Behavior at the ceremony and practices must be exemplary. Throwing caps in the KSU Convocation Center is inappropriate, dangerous, and not permitted. Restitution for any damage to the venue or district property will be the responsibility of the graduate or guest who causes said damage.
- Commencement is an optional, dignified, solemn ceremony designed to honor all graduates in the Class of 2024. No individual has the right to disrupt this event.
- Any graduate causing a disturbance or in any way conducting themselves inappropriately during the ceremony will be removed.
- All policies, rules, and regulations of Cobb County School District and Hillgrove High School will be enforced during the rehearsals and ceremony.
- We ask the cooperation of all who attend commencement to make this a dignified ceremony. Please refrain from inappropriate noise that might detract from the dignity of the ceremony.

PARKING

- KSU charges a parking fee of ten dollars (\$10.00). Guests should be prepared to pay with a credit/debit card upon entering the parking deck or lot.
- Graduates are to park in the Central Parking Deck.
- Guests will park in the East Parking Deck and the East Economy Lot (across Frey Road from the East Parking Deck). Overflow parking will be available in the Central Parking Deck.
- Guests with disabilities and elderly guests needing individualized assistance should park in either Lot A or Lot B (as designated on the campus map). Golf carts will run continuously to convey guests to and from the Convocation Center.

COMMENCEMENT PHOTOS

- Guests are to remain in their seats throughout the commencement ceremony. Only hand-held cameras that do not block the view of other guests may be used.
- Guests may not walk into the aisles to take photographs.

- We have arranged for *Cady Studios* to take an individual photograph of each graduate. Via email, *Cady Studios* will provide each graduate with a unique ordering code.

VIDEO SALES

- Video sales will be made available online on the district graduation page (www.cobbk12.org/graduation) and can be ordered in the atrium of the Convocation Center.

DIPLOMA DISTRIBUTION

- Diplomas will be available for pick up on Tuesday, May 28, in the Main Gym Concessions area. Please follow the schedule below:

<u>Student Last Name</u>	<u>Time</u>
A – C	9:00 AM
D – H	9:20 AM
I – M	9:40 AM
N – S	10:00 AM
T – Z	10:20 AM

FLOWER/GIFT SALES

- Flowers and graduation gifts may be purchased from district-approved vendor(s) at district-managed venues. Sales kiosks will be located in the pre-function areas and/or outside the venue.

PROHIBITED ITEMS




- Any object which obscures the view or impacts the safety of others is not allowed in any district-managed venue. A complete list of prohibited items is available on the district graduation web page (www.cobbk12.org/graduation).

ADDITIONAL SECURITY MEASURES REQUIRED BY KENNESAW STATE UNIVERSITY

In accordance with KSU requirements, all persons entering the Convocation Center must pass through metal detection devices. Also, guests entering the Convocation Center with a bag **MUST** use either a **CLEAR TOTE, PLASTIC ZIP TOP BAG, or SMALL CLUTCH** to be approved for entry into the venue. All bags and packages are subject to 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.

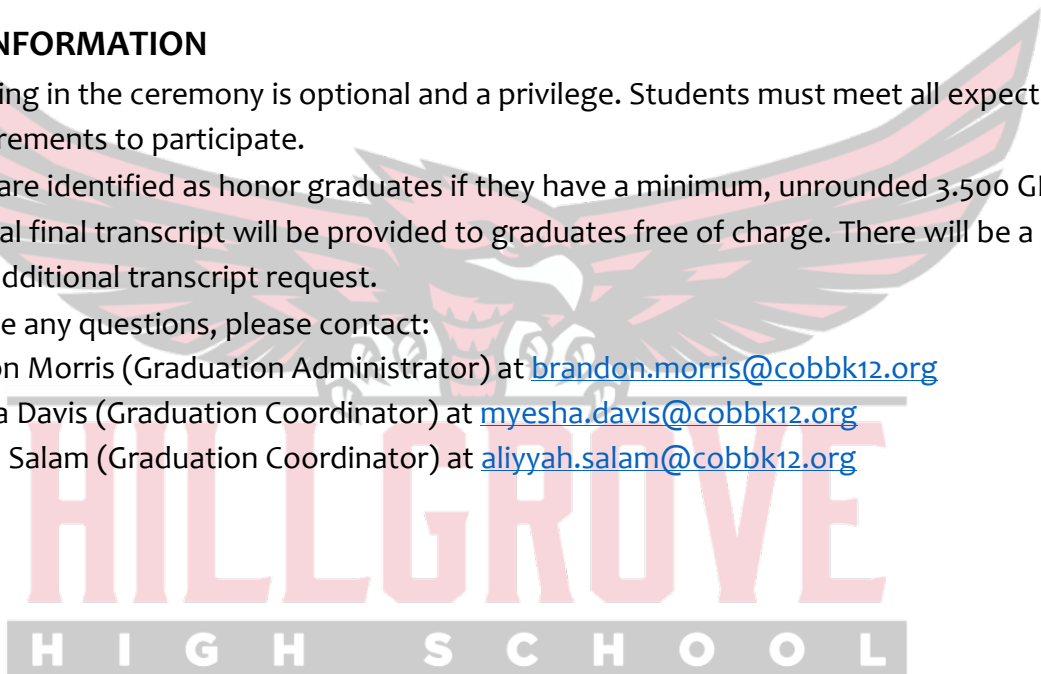
KSU requires that all persons entering the facility must submit all bags for inspection by public safety personnel.

Please see the description provided regarding clear totes and small clutches.

Clear Totes	Plastic Zip Top Bag	Clutch Bag or Small Purse
<ul style="list-style-type: none"> • Size may not exceed 12"x 6"x 12" • Logo may only be on one side of the bag • Items in the tote must be loose • All bags are subject to search 	<ul style="list-style-type: none"> • Size may not exceed 11" x 11" • Resealable • Clear 	<ul style="list-style-type: none"> • Size may not exceed 6.5"x 4.5" • May include a handle or strap • Does NOT need to be clear • All bags are subject to search
		

ADDITIONAL INFORMATION

- Participating in the ceremony is optional and a privilege. Students must meet all expectations and requirements to participate.
- Students are identified as honor graduates if they have a minimum, unrounded 3.500 GPA.
- One official final transcript will be provided to graduates free of charge. There will be a \$2.00 fee for each additional transcript request.
- If you have any questions, please contact:
 - Brandon Morris (Graduation Administrator) at brandon.morris@cobbk12.org
 - Myesha Davis (Graduation Coordinator) at myesha.davis@cobbk12.org
 - Aliyyah Salam (Graduation Coordinator) at aliyyah.salam@cobbk12.org



DAY	DATE	COMMENCEMENT EVENT
Monday	May 13	Senior Exams – 3 rd and 4 th Periods
Tuesday	May 14	Senior Exams – 1 st and 2 nd Periods
Wednesday	May 15	Senior Clearance - Deadline for clearing any outstanding financial obligations. Will take place in the cafeteria.
Monday	May 20	Mandatory Rehearsal for all graduates participating in the ceremony. 8:30 AM – Main Gym
Tuesday	May 21	Mandatory Rehearsal for all graduates participating in the ceremony. 8:30 AM – Main Gym
Tuesday	May 21	Baccalaureate (optional ceremony). 7:00 PM – McEachern Memorial United Methodist Church
Wednesday	May 22	Technical Rehearsal, ceremony performers, and graduates with speaking parts only. 9:15 AM – KSU Convocation Center
Friday	May 24	Mandatory Line-Up at the Siegel Recreation Center promptly at 5:30 PM
Friday	May 24	Commencement at 7:00 PM at KSU Convocation Center
Tuesday	May 28	Diploma Distribution – Main Gym Concessions area

For additional information and updates, please check the commencement page on the district website: www.cobbk12.org/graduation.