

ALLATOONA HIGH SCHOOL

Class of 2026

Commencement Information and Schedule of Activities

Commencement: Friday, May 22, 2:30 PM
Kennesaw State University
Convocation Center

It is important that you and your family review the following information carefully.

LOCATION OF VENUE

KSU Convocation Center: 590 Cobb Ave NW, Kennesaw, GA 30144

SENIOR CLEARANCE

- All fees for lost or damaged textbooks, media materials, parking, classroom instructional equipment, uniforms, or any other materials owed to the school must be cleared by 1:00 PM on Tuesday, May 19th.
- ***Payments for financial obligations must be made in cash, cashier's check, or money order and taken to the appropriate sponsor or bookkeeper, in Admin 1 prior to May 19th. No personal checks will be accepted.***
- All students must be cleared of fines. Students with outstanding fees will be prohibited from participating in the ceremony.

FINAL EXAMS

- Tuesday, May 12, 2026.....Periods 3, 4
- Wednesday, May 13, 2026.....Periods 1, 2
- These are regular school days and exams will be given during the regularly scheduled class time. All seniors are expected to follow their teacher's guidelines for final exams.

COMMENCEMENT PRACTICES

- **ALL PRACTICES ARE MANDATORY AND ARE A PREREQUISITE FOR PARTICIPATION IN THE COMMENCEMENT CEREMONY. PRACTICES WILL BE CONDUCTED AT THE FOLLOWING TIMES:**
 - Tuesday, May 19, 1:00 PM-3:00 PM in Allatoona High School Main Gym
 - Wednesday, May 20, 12:00 PM-3:00 PM in Allatoona High School Main Gym

- **Thursday, May 21, 12:00-3:00 PM in Allatoona High School Main Gym**

CAPS AND GOWNS

- ATL GRAD distributed caps and gowns on March 4 in the cafeteria during all lunches. If you were absent on the pickup day, you may collect your order in Admin 1.
- To participate in the ceremony, each student must have a red gown (the newest version), and a matching mortarboard and tassel. These items should have been ordered already.
- If you have questions concerning the items you have ordered, call ATL GRAD directly at (404) 615-7702.
- Remove your gown from the packaging prior to commencement and hang it up so the wrinkles will fall out. Use a cool iron to press, if necessary. Do not hem your gown.

COMMENCEMENT ATTIRE

The following dress for graduates is expected for student participation in the ceremony:

- Gentlemen
 - Black pants, black dress shoes, and black socks (no athletic shoes)
 - White button-up collared dress shirt and a tie
- Ladies
 - Black shoes of reasonable height. Flat shoes are recommended due to the distance graduates will walk from graduate parking to the line-up room and to the ceremony venue
 - Small jewelry
 - Solid color dress that is shorter than the gown, or dark dress slacks and a solid blouse
- No flip flops, athletic shoes, house shoes, slippers, or spike heels will be permitted.
- The newest version of caps and gowns must be worn by graduating seniors.
- Flowers and large pieces of jewelry are not appropriate with commencement gowns.
- Alterations to the mortarboards and gowns will not be permitted. **There should be no ornamentation added to the cap and gown other than honor cords and stoles provided by the school.**
- 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 hat in place. Tassels are to be worn on the RIGHT side of the mortarboard during the ceremony.
- Only medals and cords awarded by the school will be worn. Honor Societies will give cords and/or stoles directly to students. Cords for honor graduates and community service medals will be given to students on Wednesday, May 20.

- Seniors who have enlisted in a branch of the United States Armed Forces will be allowed to wear a military sash or button/pin designating the enlisted branch. The sash or button/pin must be provided by the specific branch of service.

DAY OF COMMENCEMENT

- Students must arrive at the Siegel Center on the Kennesaw State Campus by 1:00 PM.
- Friday, May 22 – The ceremony begins at 2:30 PM at the Kennesaw State University Convocation Center

PARKING

- **KSU charges a \$10.00 parking fee per car.** The fee may only be paid with a credit or debit card. Cash is not accepted.
- **Graduates** are to park in the Central Parking Deck. Graduates should be encouraged to bring/wear comfortable shoes for walking from the Central Parking Deck to the Siegel Recreation Center (SRC) and the Convocation Center (CC).
- **Guests** will park in the East Parking Deck and East Parking Lot (across Frey Road from the East 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.

CONDUCT OF GRADUATES AND GUESTS

- Behavior at the ceremony and practices must be exemplary. 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 2026. No individual has the right to disrupt this event.
- Any seniors causing a disturbance or in any way conducting themselves inappropriately during the ceremony will be removed and will not receive their diploma on the day of commencement.
- All policies, rules, and regulations of Cobb County School District and Allatoona 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.
- All graduates will be expected to sign a contract that defines expectations and behaviors for the Allatoona High School ceremony.

COMMENCEMENT ENTRY

- Tickets:
 - All guests attending commencement, including babies and small children, will need a ticket to enter the venue.
 - A photograph of a ticket (including but not limited to images on a cell phone) may not be substituted for a legitimate ticket.
 - KSU water bottle policy: CLEAR, EMPTY water bottles only. These may be filled at water stations inside the venue.
 - Each senior must submit a ticket request for the number of guest tickets that he or she would like to receive. Requests for guest tickets MUST be made online using the Student Portal. The final day to request tickets was February 27.
 - Requests will be evaluated so that each senior will receive the greatest number of tickets possible; however, seniors may NOT receive all the tickets that they requested.
 - Graduates will receive their tickets at the conclusion of practice on May 21.
 - Tickets will not be provided to students who do not participate in the ceremony.

Bag Check

- In accordance with KSU requirements, all persons entering the Convocation Center will pass through metal detection devices. Also, guests entering the facility with a bag MUST use either a CLEAR TOTE, PLASTIC ZIP TOP BAG, or SMALL CLUTCH to be approved for entry into the venue. Please do not bring any packages that cannot be opened or inspected. All bags, including diaper bags and camera bags, must comply with the clear bag policy. Please allow extra time for entry as there may be delays.
- Please see the description provided regarding clear totes and clear plastic zip top bags. The bag checks will be conducted by CCSD Police Officers.

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
		

- All bags are subject to search.
 - Balloons, posters, selfie sticks, and camera tripods or monopods are not permitted in the venue. In addition, 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).

DIPLOMA DISTRIBUTION

- Diplomas will be available for pick up Tuesday May 26 – Thursday May 28th from 9 a.m. – 11 a.m. at Allatoona High School.

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. *Cady Studios* will mail each graduate a proof of this photo and ordering information.

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VIDEOGRAPHY & DVD SALES

- DVD sales will be made available online on the district graduation page (www.cobbk12.org/graduation). The district will provide a link for the sales of DVDs on the district graduation page.
- CCSD will provide a live webcast of the commencement ceremony which will be publicly available via the school district website (www.cobbk12.org/graduation).

FLOWER/GIFT SALES

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

ADDITIONAL INFORMATION

- **PARTICIPATION IN THE COMMENCEMENT CEREMONY IS OPTIONAL AND A PRIVILEGE. STUDENTS MUST MEET ALL EXPECTATIONS AND REQUIREMENTS IN ORDER TO PARTICIPATE IN THE COMMENCEMENT CEREMONY.**
- Students are identified as honor graduates if they have a minimum, unrounded 3.500 GPA (Grade Point Average).
- Graduates offered scholarships should bring the scholarship letters to the School Counseling Office as they are received.
- To be considered for a community service medal, all hours must be turned in to Mrs. Horde in the front office by Friday, May 1st.
- The School Counseling Office will be closed Monday, May 18, and Tuesday, May 19, so counselors can verify the graduation status for all seniors. One of the counselors will contact you if there are any problems with your grades.
- Final report cards will be available in StudentVUE by Tuesday, May 19. 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 may be done any time between May 1 through May 15.
- If you have any questions, please contact:
Chris Murray (Graduation Administrator) at christopher.murray@cobbk12.org or
Kristi Turner (School Graduation Counselor) at kristi.turner@cobbk12.org.

Congratulations and enjoy the remainder of your senior year!

Class of 2026-Important Dates

February 25	Last day to request commencement tickets	Once tickets are allocated, graduates and parents or guardians will be notified the number of tickets granted via the Student Portal.
March 4	Cap and Gown Pickup	Students will pick up in the cafeteria during lunch.
March 24	Buc Pass Holders Senior Movie Morning at NCG	Senior Buc Pass holders will ride the bus to NCG to view a movie.

March 14	Prom	Delta Flight Museum
April 13-17	Senior Dress Up Week	Details TBA
MAY 1	Community Service Forms Due <i>Turn in to Mrs. Horde in the Front Office</i>	Community Service hours are NOT required to graduate. Those who participated in community service directly related to Allatoona or one of our feeder schools are eligible for a medal. Forms should have already been filled out and signed prior to turning in. 150 Hrs.=Gold 100 Hrs.=Silver 50 Hrs.=Bronze
MAY 1	College acceptance letters and scholarship award letters due	Turn in a copy to the counseling office prior to this date.
MAY 8	Senior Letters Due <i>Via mail or dropped off with Ms. Ridenour in the Counseling Suite</i>	Students will receive their letters at Starlight Senior Night event on May 14.
MAY 8	Yearbook Distribution(all grades)	Details TBA
MAY 12	Senior Exams <i>1st-2nd block review 3rd-4th block exams</i>	<i>Seniors are expected to follow the regular bell schedule and take finals in 3rd and 4th block classes.</i> <i><u>This is a full school day!</u></i>
MAY 13	Senior Exams <i>1st – 2nd block exams</i> <u>Mandatory</u> Senior meeting in auditorium immediately following 2 nd block.	No 3 rd and 4 th block this day. ½ day only <i>Students are expected to leave campus immediately following the senior meeting.</i>
MAY 13	Starlight Senior Night on the Green	Buccaneer Stadium <i>This event is ONLY for AHS seniors! -Buc Pass free. Everyone else \$25</i>
MAY 17	Baccalaureate-hosted by PTSA	Cedarcrest Church – 3 p.m. (seniors arrive at 2:15) Not mandatory
<i>Last week of School May 18-20 ~ Half-day Schedule for Underclassmen</i>		

MAY 15-21	Senior Walks @ Elementary/Middle Schools	Frey - May 18 @ 8:30 AM Pickett's Mill – May 19 @ 8:30 AM Lewis – May 15 8:15 AM Bullard – May 15 @ 8:30 AM Ford – May 15 @ 1:00 PM
MAY 19	<u>Mandatory</u> Senior Check-out and <u>mandatory</u> graduation practice	1:00 PM - As you enter the gym, all senior fines, fees, and required documents must be resolved. Checkout must occur for students to receive graduation tickets, cords, etc. Park behind home stands at stadium.
MAY 20	<u>Mandatory</u> Graduation Practice	Main Gym: 12;00 PM; park behind home stands at stadium. Tickets will be distributed after practice.
May 21	<u>Mandatory</u> Graduation Practice	Main Gym: 12;00 PM; park behind home stands at stadium. Tickets will be distributed after practice.
MAY 22	Graduation	Students arrive by 1:00 PM. Must be in proper graduation attire to participate. Late students will not be allowed to walk.

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

Commencement Facilities & Parking Locations

