

Hillgrove High School

Class of 2026

Commencement Information and Schedule of Activities

Saturday, May 23, 2026, 10:00 a.m.
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/ksu-convocation-center-information.

COMMENCEMENT TICKETS

- Every person entering the event, including infants, **MUST** have a ticket.
- Tickets will be distributed to each graduate during commencement practice on **Thursday, May 21st**.
- Tickets will not be provided for students who choose **not** to participate in the ceremony.
- Each ticket will have a unique barcode and will be valid only for the ceremony, date, and time shown on the ticket.
- Lost or damaged tickets cannot be replaced.
- Once a ticket is scanned for entry into the venue, it is no longer valid. A guest cannot re-use a ticket for further entry.
- A photograph of a ticket (including, but not limited to, images on a cell phone) may not be substituted for a legitimate ticket.
- 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.

SENIOR CLEARANCE

- Seniors need to be cleared of all outstanding fees by **Friday, May 8th at 12:00 p.m.**
- All fees for class dues, lost or damaged textbooks, media center 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 on MyPaymentsPlus (left-hand side of the dashboard).
- CCSD laptops can be turned into the cafeteria on Thursday, May 7th and Friday, May 8th
- Administration will notify parents of uncleared students before rehearsal.

FINAL EXAMS

Thursday, May 7, 2026

3rd Block and 4th Block

Friday, May 8, 2026

1st Block and 2nd Block

COURSE EXTENSION

- Course Extension begins Monday, May 11th and ends Thursday, May 14th.
- Time: 3:45 am to 5:15 pm Room: 1111
- **Seniors requiring Course Extension are at risk of their names not being printed in the commencement ceremony program.**

COMMENCEMENT PRACTICE

- Practice is mandatory for participation in the commencement ceremony.
- **Graduation Practice:**
 - Thursday, May 21st 9:00 am – 12:00 pm – Hillgrove Main Gym
- **Ticket Distribution:**
 - Thursday, May 21st 12:00 pm – 1:00 pm – Hillgrove Main Gym
- **Technical Rehearsal:**
 - Wednesday, May 20th 8:30 am – 9:15 am – KSU Convocation Center – **ONLY** individuals with speaking or performance parts.
- All policies, rules, and regulations of CCSD and Hillgrove High School will be enforced.
- No food or drink will be allowed during practices.
- Must have completed Senior Clearance **BEFORE** rehearsal.
- Honor cords and stoles will be distributed to qualifying students at graduation practice.
- All other cords from clubs/organizations will be distributed by the faculty sponsor prior to graduation practice.

COMMENCEMENT ATTIRE

As this is a formal and dignified event, graduate clothing should reflect the same. Men shall not wear shorts, flip-flops, or sandals. For women, although not required, flat shoes are recommended due to the distance graduates will walk from graduate parking to the line-up room and to the ceremony venue.

Graduates are expected to dress as follows:

- Dark dress slacks, any color dress, or a skirt and blouse.
- Collared shirt, tie, dark dress slacks, dress shoes, and socks.
- 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.**
- **Unapproved cords/stoles will be removed prior to entering the Convocation Center and will be available for pick up on Tuesday, May 26th.**

COMMENCEMENT DAY/ENTRY

- **Saturday, May 23, 2026, 10:00 a.m. – Kennesaw State University Convocation Center**
- Graduates will line up at **8:30 a.m.** 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. To order a cap and gown, please visit ATL Grad: atlgrad.com/hillgrove-high-school/.
- **Guest Assistance:** Guests with disabilities, limited mobility, and elderly guests needing individualized assistance may enter through the designated door beginning at **9:00 a.m.** Early admission will be granted to the person requiring assistance and one (1) ticketed companion only. Ushers will be available at the doors and throughout the Convocation Center to assist guests needing assistance.
- Guests may enter the Convocation Center beginning at **9:15 a.m.**
- 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 GUESTS AND GRADUATES

Commencement is an exciting occasion for the graduates, their families, and guests. Please follow these guidelines and be considerate of other family members and guests so that everyone may have a memorable experience:

- Saving seats in the Convocation Center is **NOT** permitted. Seats are available on a first-come, first-served basis.
- Balloons and signs are not permitted in the venue. Strollers are not permitted in the venue.
- All aisles, stairwells, and doorways must always remain clear. Standing along railings is not permitted.
- The use of tripods, monopods, selfie-sticks, and other camera stabilizing devices is not permitted.
- Guests are not permitted forward of the rope line on the arena floor. This area is reserved for graduates and processing faculty only.
- Please silence all cell phones and other electronic devices prior to the start of the ceremony.
- 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 2026. No individual has the right to disrupt this event.
- Anyone 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 rehearsal 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 Hillgrove High School ceremony.

PARKING

- KSU charges a **parking fee of ten dollars (\$10.00) per vehicle**. Graduates and guests should come prepared to pay with a credit card upon entering the parking deck or lot. **No cash will be accepted**. There is **not** an option to pre-pay parking fees.

Parking Locations

Graduates	Central Parking Deck – bring/wear comfortable shoes for walking from the Central Parking Deck to the Siegel Recreation Center.
Guests	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	Lot A or Lot B. Golf carts will run continuously to transport guests to and from the Convocation Center. Please be advised that wheelchairs are not provided. Guests requiring a wheelchair must bring their own.

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.

VIDEOS

- Video sales will be made available online on the school district website www.cobbk12.org/graduation and can be ordered in the atrium of the Convocation Center.
- The school district will provide a live webcast of the commencement ceremony. The webcast will be publicly available via the school district website www.cobbk12.org/graduation.

FLOWER/GIFT SALES

- Flowers and other graduation gifts will be available for purchase in the Atrium (lobby) and outside the venue before and after each ceremony.

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/ksu-convocation-center-information.




KSU WATER BOTTLE POLICY

- CLEAR, EMPTY water bottles only. These may be filled at water stations inside the venue. Pre-mixed baby bottles are permitted.

ADDITIONAL SECURITY MEASURES REQUIRED BY KENNESAW STATE UNIVERSITY

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, clear plastic zip top bags, and clutch bags or small purses. 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 • All bags are subject to search 	<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

DIPLOMA DISTRIBUTION

- Diplomas will be available for pick up on **Tuesday, May 26th in the Theater lobby**. Please follow the schedule below:

Student Last Name

Time

A – C

9:00 am

D – G

9:20 am

H – L

9:40 am

M – R

10:00 am

S – Z

10:20 am



ADDITIONAL INFORMATION

- Participation 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 cumulative GPA of 3.500 (not rounded).
- One official final transcript will be provided to graduates free of charge. There will be a \$2.00 fee for each additional transcript request.
- For additional information and updates, please check the commencement page on the district website: www.cobbk12.org/graduation.
- If you have any questions, please contact:
 - Amy Pothel (Graduation Administrator) at amy.pothel@cobbk12.org.

DAY	DATE	SENIOR EVENTS
Wednesday	April 1	Who's Who Ceremony – 9:50 am – Hillgrove Main Gym Guests arrive at 9:15 am to Hillgrove Theater Lobby
Tuesday	April 14	Senior Class Meeting – 2 nd Block - Theater
Tuesday	April 28	Final ATL Grad Cap and Gown Delivery to Hillgrove During All Lunches
Saturday	April 18	Prom – 7:00 pm – 11:00 pm – Georgia Aquarium Oceans Ballroom 246 Ivan Allen Jr. Blvd. Atlanta, GA 30313
Monday	April 20	Return all books to the Media Center
Monday – Friday	April 27 – May 1	Senior Week
Thursday	April 30	Awards Night – 6:00 pm – Main Gym *Recognized Seniors will receive an invitation to attend
Monday – Friday	May 4 – May 15	AP Exams *AP Exams take priority over Final Exams
Monday	May 4	Senior Yearbook Distribution – Ice Cream Social Cafeteria 4:00 pm – 6:00 pm
Thursday	May 7	Senior Exams – 3 rd and 4 th Blocks *Return laptops in the Cafeteria during lunches
Friday	May 8	Senior Exams – 1 st and 2 nd Blocks *Early Release for Seniors *Final day for Senior Clearance – Pay all outstanding fees on MyPaymentsPlus *Return CCSD laptops in the Cafeteria after 1 st and 2 nd blocks *Turn in Commencement Contract to Media Center
TBD	TBD	Senior Event - TBD
Monday - Wednesday	May 11 – May 14	Course Extension – 3:45 am – 5:15 pm – Room 1111
Friday	May 15	Elementary Senior Walks: Cheatham Hill – 8:15 am Dowell – 8:00 am Kemp – 8:15 am Still – 8:15 am
Friday	May 15	Senior Sunset – 7:30 pm – Football Stadium
Tuesday	May 19	Baccalaureate (optional ceremony) 7:00 pm – 8:00 pm McEachern Memorial United Methodist Church
Wednesday	May 20	Technical Rehearsal – ONLY ceremony performers and graduates with speaking parts - 8:30 am – 9:15 am – KSU Convocation Center
Thursday	May 21	MANDATORY Rehearsal – 9:00 am – 12:00 pm - Main Gym Ticket Distribution: 12:00 pm – 1:00 pm – Main Gym
Saturday	May 23	Mandatory Line-Up at the Siegel Recreation Center at 8:30 am
Saturday	May 23	Commencement at 10:00 am at KSU Convocation Center
Tuesday	May 26	Diploma Distribution – Theater Lobby A – C 9:00 am D – G 9:20 am H – L 9:40 am M – R 10:00 am S – Z 10:20 am



HIGH SCHOOL CLASS OF 2026 COMMENCEMENT CONTRACT

THIS CONTRACT MUST BE SIGNED AND RETURNED TO THE MEDIA CENTER BY FRIDAY, MAY 8, 2026.

STUDENTS WILL NOT BE CLEARED AND MAY NOT PARTICIPATE IN COMMENCEMENT WITHOUT A SIGNED CONTRACT.

We (student & parent) understand that to participate in the commencement ceremony these requirements must be met:

1. The student will attend the mandatory commencement practice and will follow all rules and policies for the school activity. Behaviors that detract from the integrity of the commencement ceremony will not be tolerated.
2. All financial obligations must be cleared by Friday, May 8, 2026. This includes, but is not limited to, return of textbooks, media center materials, CCSD-issued laptops, and school issued uniforms and fine arts equipment. It also includes but is not limited to payment for lost textbooks, parking fines, athletic and/or fine arts equipment and uniforms, as well as CCSD-issued technology. We ask that you turn in textbooks upon completion of your final exam or earlier. If you fail to resolve lost items and/or fines, you will be unable to participate in the commencement ceremony and could have your diploma withheld.
3. This commencement is a formal ceremony and any disruptive behavior at the ceremony will result in the student being removed from the ceremony and will result in a delay of the receipt of the student's diploma.
4. A student may be denied the opportunity to participate in the ceremony if he/she is involved in any serious discipline event during the remainder of the 2026 school year.
5. Students will be expected to follow the dress guidelines and all Cobb County School District policies. Any student improperly dressed for the ceremony will not be allowed to participate in the ceremony.

Print student's name and ID#

Student's signature Date

Parent's or Guardian's signature Date

Senior Final Exams will be administered on Thursday, May 7, 2026, and Friday, May 8, 2026, during your regularly scheduled class periods.