

POPE HIGH SCHOOL
Class of 2024
Commencement Information and Schedule of Activities

Wednesday, May 22, 2024, 7:30 PM
Kennesaw State University
Convocation Center

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

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 (left). Go to the first traffic light past the I-75 ramps and turn right onto Frey Road.

- **Alternate Route:** Take Piedmont and go approximately 5 miles to Canton Highway. Turn right and go about 3 miles to New Chastain Road. Turn left on New Chastain Road. This turns into Chastain and when you cross I-75, you will see Kennesaw State on your right. Turn right on Frey Road.
 - **If you encounter heavy traffic on New Chastain Road before Bells Ferry Road,** you can turn right on Bells Ferry Road. Turn left on Shiloh Road. Turn left on Frey Road and turn right into the parking deck past the Convocation Center.
 - **If you encounter heavy traffic on Chastain Road between Bells Ferry and I-75** turn right onto Busbee Drive at the intersection before I-75 (Cracker Barrel will be on the far left corner of the intersection). From Busbee Drive turn left onto the Skip Spann connector which will take you directly into the East Parking Deck. Additional information can be found at (www.cobbk12.org/graduation).

COMMENCEMENT TICKETS

- **Tickets** are required for all persons entering the event, including infants.
- Once tickets are allocated, graduates and parents/guardians will be notified that the number of tickets granted may be viewed in the Student Portal.
- Each senior will receive their tickets at practice on **Tuesday, May 21, 2024.**
- Tickets *will not* be provided to students who do not participate in the ceremony.
- 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.

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 **Wednesday, May 15, 2024.**
- Students with outstanding fees will be prohibited from participating in the commencement ceremony.

FINAL EXAMS

- Friday, May 10, 2024 6th and 7th exams
- Monday, May 13, 2024 4th and 5th exams
- Tuesday, May 14, 2024 2nd and 3rd exams
- Wednesday, May 15, 2024 1st exam

COMMENCEMENT PRACTICE

- **Monday, May 20 at 1:00 PM PAC Gym**
 - We will run through the ceremony
- **Tuesday, May 21 at 1:00 PM PAC Gym**
 - We will run through the ceremony
 - Honor cords and tickets will be distributed
- ATTENDANCE AT ALL COMMENCEMENT PRACTICES IS MANDATORY TO PARTICIPATE IN THE COMMENCEMENT CEREMONY. STUDENTS MUST HAVE MET ALL FINANCIAL OBLIGATIONS BEFORE THE FIRST PRACTICE.
- Cobb County School District and Pope High School policies and regulations that govern all school activities will be followed.
- The school's dress code will be in effect for all practices.
- Student cooperation will determine the length of each practice session.
- Seniors are required to attend all commencement practices. They must stay for the entire practice each day if they intend to participate in the ceremony. Those who work or attend other schools should make prior arrangements with their employers or teachers. Any exceptions must be directed by written letter or email to Mr. Fisher (Nate.Fisher@Cobbk12.org). This letter should be used as proof of scheduled practices.
- **Be sure all fines are paid at this time or you cannot participate in commencement.** Tuesday, May 21, 11:30 PM - 12:30 PM in the Gym Lobby will be the final opportunity to pay.

COMMENCEMENT ATTIRE

Dress for graduates will be as follows.

- Gentlemen
 - Collared shirt, dark dress slacks, dress shoes, and socks. Ties are required.
- Ladies
 - Dark dress slacks, a dress, or skirt and blouse.
 - Flat shoes are recommended due to the distance graduates will be walking.
- NO FLIP FLOPS are allowed.
- Caps should be worn flat on top of the head and not at an angle. Tassels should be on the right side of the cap.
- There are to be no alterations to the cap and gown including decorations and writing.

COMMENCEMENT DAY

- Wednesday, May 22, 2024, 7:30 PM, at Kennesaw State University – Convocation Center
- **Students need to report to the Siegel Recreation Center by 6:00 PM. Reference color coded campus map at www.cobbk12.org/graduation**
- Doors will open for those requiring special assistance at 6:30 PM
 - Please note that prior notification and approval must be sent to the attention of Alyssa Kitchens (Alyssa.Kitchens@CobbK12.org). Individuals requiring a wheelchair must provide their own.

- Doors will open at 6:45 PM for all guests.
- Ticketed guests will enter the building through the Atrium Doors.
- Participation in commencement is a privilege.
- Please remember that all graduation requirements must be met to participate in commencement exercises.
- All guests attending commencement, including babies and small children, will need a ticket to enter the venue.
- Behavior at the ceremony and practices must be exemplary. Throwing caps is inappropriate, dangerous, and not permitted. Please understand that disruption and misconduct in any form will not be tolerated. Any senior(s) causing a disturbance or in any way conducting themselves inappropriately during the ceremony will be removed. In addition, restitution for any damage to the venue or district property will be the responsibility of the graduate or guest who causes said damage.
- To maintain the dignity of the ceremony, guests must remain at their seats throughout the graduation ceremony

PARKING

- KSU charges a \$10.00 parking fee per car. Drivers should be prepared to pay with credit or debit card upon entering the parking deck or lot.
- **Graduates** are to park in the Central Parking Deck (reference color coded campus map) for the ceremony. Graduates are encouraged to wear comfortable shoes for walking from the Central Parking Deck to the Siegel Recreation Center (reference color coded campus map).
- **Guests** will park in the East Parking Deck (reference color coded campus map) and the East Economy Lot (across Frey Road from the East Parking Deck). Overflow parking will be available in the Central Parking Deck (reference color coded campus map).
- **Guests with disabilities and elderly guests needing 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.

ADA ACCESSIBILITY

- Guests with disabilities and elderly guests needing assistance should arrive at the Convocation Center and assemble at the center door of the Atrium Entrance. The doors will open at **6:30 PM** for the admittance of the individuals requesting assistance and **one** additional family member. Each person must have a ticket to be admitted. Guests with disabilities and elderly guests requiring special assistance may be seated on the mezzanine or on the arena floor behind the rope-line. Early entrees may not save seats for additional family members. Please email the guest's name and person accompanying them to Alissa.Kitchens@cobbk12.org by May 10, 2024, so we may have a list to be sure we have adequate seating.

DIPLOMA DISTRIBUTION

- Thursday, May 23, 2024, and Friday, May 24, 2024, from 9:00 AM – 11:00 AM at PPO.

VIDEO SALES

- The ceremony will be video recorded, and a video will be offered for sale by the school district. Commencement, video, and broadcast information can be found on the district website at <http://www.cobbk12.org/graduation/>.

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.

COMMENCEMENT PHOTOS




- Lifetouch will take photos of each graduate and will make these available for purchase.
- Guests are welcome to use cameras for still and video photography from their seats, but may not be in the aisles or along the railings to film or take photographs.
- In addition, no tripods, monopods, selfie sticks or other camera stabilizing devices are permitted in the Convocation Center.

BAG CHECK

- In accordance with Kennesaw State University requirements, all persons entering the Convocation Center must pass through metal detection devices. Also, guests entering the facility with a bag MUST use either a CLEAR TOTE, PLASTIC ZIP TOP BAGS or SMALL CLUTCH to be approved for entry into the venue. 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, plastic zip top bags, 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 bagItems in the tote must be looseAll bags are subject to search	<ul style="list-style-type: none">Size may not exceed 11" x 11"ResealableClear	<ul style="list-style-type: none">Size may not exceed 6.5"x 4.5"May include a handle or strapDoes NOT need to be clearAll bags are subject to search
		

PROHIBITED ITEMS

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

COMMENCEMENT TIMELINE

May 13-15, 2024	Senior Clearance
Friday, May 10, 2024	Graduation Contract deadline
Friday, May 10, 2024	6 th and 7 th Exams
Monday, May 13, 2024	4 th and 5 th Exams
Tuesday, May 14, 2024	2 nd and 3 rd Exams
Wednesday, May 15, 2024	1 st Exam
Monday, May 20, 2024	Commencement Practice at 1:00 PM
Tuesday, May 21, 2024	Commencement Practice at 1:00 PM
Tuesday, May 21, 2024	Ticket/Honor Cord Distribution at practice
Wednesday, May 22, 2024	Commencement at 7:30 PM <ul style="list-style-type: none">▪ Students must be in the Siegel Recreation Center by 6:00 PM
Thursday, May 23, 2024	Diploma Distribution 9:00 AM to 11:00 AM in PPO
Friday, May 24, 2024	Diploma Distribution 9:00 AM to 11:00 AM in PPO

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