

Hillgrove High School

Class of 2022

Commencement Information and Schedule of Activities

Saturday, May 28, 2022, 2:30 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

- Each graduate will receive SIX (6) guest tickets.
- Every person entering the event, including infants, MUST have a ticket.
- Tickets will be distributed to each graduate during commencement practice on Wednesday, May 25.
- Tickets will not be provided to students who do not 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.

SENIOR CLEARANCE

- Senior Clearance will be held Monday, May 23, 2022, 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 as well as the ceremony.
- Honor cords and stoles will be distributed to qualifying students.

- 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

FINAL EXAMS

- Wednesday, May 18, 2022.....Periods 3, 4
- Thursday, May 19, 2022.....Periods 1, 2. Seniors are required to leave campus once finals are complete.

COMMENCEMENT PRACTICES

- Practices are mandatory for participation in the commencement ceremony.
- Tuesday, May 24, 8:20 AM – Hillgrove Main Gym
- Wednesday, May 25, 8:20 AM – Hillgrove Main Gym (tickets will be distributed)
- Wednesday, May 25, 11:30 AM – KSU Convocation Center – Technical Rehearsal (includes individuals with speaking 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.

COMMENCEMENT ATTIRE

- Women are expected to wear dark dress slacks, a dress, or skirt and blouse.
- Flat shoes are recommended due to the distance graduates will walk from graduate parking to the line-up room and to the ceremony venue.
- Men are expected to wear a 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. 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 cap in place. Tassels are to be worn on the RIGHT side of the mortarboard during the ceremony.
- Club sponsors will provide cords and/or stoles directly to students. Cords for honor graduates will be given to students during Senior Clearance. Graduates may only wear stoles, cords, and other insignia provided by the school or school organization.

COMMENCEMENT DAY

- Saturday, May 28, 2022, 2:30 PM – Kennesaw State University Convocation Center
- Graduates will line up at 1:00pm on the basketball courts in the **Siegel Recreation Center**, labeled SRC on the updated campus map provided and available on the District website. Graduates and staff will enter the Siegal Recreation Center through the main doors on the west side of the building. Graduates should NOT have any bags of any kind as there is no place to store personal items in the Siegal 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 ensure the decorum of the ceremony and to provide consistency among schools, alterations to the mortarboard and gown will not be permitted.
- If you have not yet ordered a cap and gown, please visit www.herffatlanta.com as soon as possible.
- If you have questions concerning the items you have ordered, call Herff Jones directly at (770) 795-1626.
- Doors will open to guests with disabilities and elderly guests requiring individualized assistance at 1:30 PM. Doors will open for all guests at 1:45 PM.
- Following the ceremony, graduates and families should consider a plan to 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 2022. 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 \$10.00 parking fee per car. Be prepared to pay with cash. Please bring exact change to enter the lot quickly and keep traffic moving.
- Graduates are to park in the Central Parking Deck. Graduates should be encouraged to wear comfortable shoes for walking from the Central Parking Deck to the Carmichael Student Center (CSC) and the Convocation Center (CC).

- 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.

DIPLOMA DISTRIBUTION

Diplomas will be available for pick up on Tuesday, May 31 in the theatre lobby. 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

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 a unique ordering code.

DVD Sales

DVDs will be offered for sale through the commencement information page on the district website. Please check www.cobbk12.org/graduation for more details.

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.

ADDITIONAL SECURITY MEASURES REQUIRED BY KENNESAW STATE UNIVERSITY

In accordance with Kennesaw State University requirements, all persons entering the Convocation Center must pass through a metal detector for screening. This requirement is similar to what is in place at other event venues throughout metro Atlanta, such as Truist Park, Mercedes Benz Stadium, State Farm Arena, the Georgia Aquarium, and others.

Guests entering the venue with a bag **MUST** have either a **CLEAR TOTE** or **SMALL CLUTCH** to be approved for entry into the venue. All bags and packages are subject to inspection by public safety personnel. Diaper bags are permissible when accompanied by an infant and are subject to a bag search. Bags that do not meet these criteria will not be permitted into the venue. Please be aware this will delay your entry into the facility, and we advise arriving early to make sure you are seated for the start of the ceremony. Please **DO NOT** bring any packages that cannot be opened or inspected. The descriptions below have been provided by KSU regarding clear totes and small clutches.

Clear Totes

- 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



Clutch Bag or Small Purse

- 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



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 INFORMATION

- Participating in the ceremony is optional and a privilege. Students must meet all expectations and requirements in order 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:
 - Sonya Cook (Graduation Administrator) at sonya.cook@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	March 21	Distribution of cap, gown, and other commencement materials from Herff Jones.
Wednesday	May 18	Senior Exams – 3 rd and 4 th Periods
Thursday	May 19	Senior Exams – 1 st and 2 nd Periods
Monday	May 23	Senior Clearance - Deadline for clearing any outstanding financial obligations.
Tuesday	May 24	Mandatory Rehearsal for all graduates participating in the ceremony. 8:20 AM – Main Gym
Wednesday	May 25	Mandatory Rehearsal for all graduates participating in the ceremony. 8:20 AM – Main Gym
Wednesday	May 25	Technical Rehearsal, ceremony performers and graduates with speaking parts only. 11:30 AM – KSU Convocation Center
Saturday	May 28	Mandatory Line-Up at the Siegel Recreation Center promptly at 1:00 PM.
Saturday	May 28	Commencement at 2:30 PM at KSU Convocation Center.
Tuesday	May 31	Diploma Distribution – Hillgrove’s theatre lobby

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