



March 9, 2023

Dear Parents and Guardians of the Class of 2023:

We are elated to be making final preparations to acknowledge the graduating Class of 2023! For this occasion, the Class of 2023 will hold graduation on **Friday, May 26, 2023, 9:30 AM at the University of West Georgia Coliseum**. In preparation for this grand occasion, please review this letter for important information about graduation and the remaining senior activities for this year.

STUDENT HOLDS LIST

Any senior who has low or failing grades in courses needed for graduation, who owes money or dues, or who has not returned textbooks/books, athletic gear, instruments, etc. will be on the hold list. All seniors must be cleared from the hold list no later than May 12, 2023 (return Chromebooks by 1:00 pm). Any senior remaining on the hold list **will not receive his/her tickets and not be allowed to attend graduation practice until all holds are cleared**. All seniors are expected to take care of academic and financial obligations prior to May 12, 2023. Remember, senior dues are \$25 and can be paid on the NMHS website.

SENIOR EXIT SURVEY

Seniors, complete the *Graduation Class of 2023 Survey* via the link below. The link will also be added to your Classlink portal after Spring Break. Participation is **mandatory**. Graduation tickets will not be dispersed without proof of completion.

https://douglas.qualtrics.com/jfe/form/SV_cColmap9MGsZMma

SENIOR HONORS NIGHT

Tuesday, May 16, 2023 at 6:00 P.M. Students being honored will receive an invitation from the counselors along with instructions.

SENIOR FINAL EXAMS

May 11th – 3rd and 4th Period Final Exams (full day of school).

May 12th – 1st and 2nd Period Final Exams (seniors dismissed at 11:31 am). Seniors last day of school will be May 12th. No senior should be on campus until May 23rd for graduation practice.

SENIOR WALK

May 12th – 11:40 A.M. Seniors will participate in a Senior Walk following 2nd Period Final Exams. *All seniors are invited to participate.*

PROM

May 13th – 6:00 P.M. to 10:00 P.M. at Domaine (formerly Club Opera). Purchase tickets on the NMHS school website.

SENIOR ACTIVITY

May 23rd – 12:00 P.M. following graduation practice. Seniors who remain in good academic/discipline status and have paid senior dues are encouraged to participate in the senior activity. Senior activity will conclude at 2:00 pm. Please make arrangements for pickup if you need transportation.

GRADUATION PRACTICE

Graduation practice dates are as follows:

May 23rd - 8:00 A.M. at the NMHS Jaguar Gymnasium.

May 24th - 8:00 A.M. at the NMHS Jaguar Gymnasium.

Attendance at practice in its entirety is **MANDATORY** for all seniors who are participating in the graduation ceremony. Ticket distribution will take place on Wednesday, May 24th. **Only the graduating senior will be allowed to pick up tickets. Do not** plan to arrive late or leave practice early for work or any other appointments. **Students who do not attend all practice days for the full time will not be allowed to walk in the graduation ceremony.** Students are not to leave campus at any time during graduation practice. If there is a legitimate emergency, call the main office at 770-651-2700 and let the receptionist know. Provide a call back number so that an administrator can contact you. *Once seniors are dismissed from practice, they are to leave campus.* Do not go into the school. All other students will be taking final exams. Any senior found inside the main campus after practice dismissal will be subject to disciplinary action.

Attire for Graduation Practice: Please wear garments that adhere to the New Manchester High School dress code.

TICKETS

Each graduate will receive **ten (10) tickets** to distribute to their guests for graduation. **ALL guests must have a ticket to enter the stadium, regardless of age.** Tickets will be distributed to seniors in good academic and financial standing at graduation practice on May 24th. **No extra tickets will be sold or provided.** The ceremony will be live streamed and the link will be shared during the week of graduation.

Please sign up to receive important updates on the Senior ***BAND*** using the QR code below.



GRADUATION PHOTOS

Individual graduate photos will be taken professionally during the graduation ceremony. All photos will be emailed to the senior. You may also retrieve photos from cady.com/events and select New Manchester High School.

GRADUATION CEREMONY Friday, May 26th at 9:30 A.M. at the University of West Georgia Coliseum. **Graduates must check-in at the loading dock on the side of the coliseum at their assigned time.**

Last names A-G must check in at 8:00 A.M.

Last names H-M must check in at 8:00 A.M.

Last names N-S must check in at 8:30 A.M.

Last names T-Z must check in at 8:30 A.M.

If you arrive after 8:30 A.M., you will not be able to participate in the graduation ceremony. So please be on time!

Graduates are to leave any valuables with their parents or in their car. Graduates must have their cap and gown with them and be dressed appropriately to check in and participate in the ceremony.

When the graduation ceremony is concluded, graduates will recess out of the coliseum as they entered. Graduates will receive their diplomas during the ceremony and will be able to meet their guests in the parking lot immediately after the ceremony. Guests will not be permitted to enter the floor and must exit the coliseum immediately following the ceremony.

GRADUATION ATTIRE

Gentlemen:

- White shirt with black tie or bow tie.
- Solid, black slacks (**NO JEANS/DENIM, NO CARGO PANTS**).
- Solid, black dress shoes, black socks (**NO TENNIS SHOES, FLIP FLOPS, OR SLIPPERS/SLIDES**).
- **No decoration on graduation caps.**

Ladies:

- Solid, black slacks/dresses - dresses cannot extend beyond the gown (**NO JEANS/DENIM, NO CARGO PANTS**).
- Solid, black dress shoes (**NO TENNIS SHOES, FLIP FLOPS, OR SLIPPERS/SLIDES**).
- **No decoration on graduation caps.**

If any senior arrives out of dress code, they will not be allowed to participate in the graduation ceremony and may pick up their diploma at NMHS on May 30, 2023.

EXPECTATIONS

The graduation ceremony is a formal event where we ask that all participants act in good judgment and consideration for others. The ceremony is intended to be a celebration and recognition of all students who have worked for this honor.

Do not bring nuisance items to the ceremony, as doing so will result in disciplinary actions up to and including removal from the program.

- **Students will not be allowed to carry cell phones or other electronic devices during graduation.**
- **Students will go through security checks upon check-in. The only items allowed at check-in are a single car key and your driver's license. If any additional items are found on their person, they will be confiscated and held for pick up at NMHS, until the completion of your community service hours beginning on May 30, 2023.**
- **Students may only wear honor cords, tassels, or stoles that have been awarded by New Manchester High School.**
- **Students do not chew gum during the graduation ceremony. Make sure you discard it before lining up.**
- **Students do not make hand gestures or dance at any time during the ceremony or at the completion of the ceremony. Doing so will result in your diploma being withheld.**

THE AUDIENCE

Audience members are expected to act in a dignified manner. Parents and guests are requested to dress appropriately for the occasion. **Once the ceremony begins, no movement will be permitted.** Guests should arrive early enough, with your entire party, to locate seats. Please remind guests to keep talking and noises to a minimum. Gates will open at 8:30 A.M. for guests to enter.

Items **prohibited** at the graduation ceremony include **balloons, banners, signs, fireworks, confetti, lasers and artificial noise makers (air horns, shakers, etc.). Audience will not be allowed to bring these items into the coliseum.**

FINAL TRANSCRIPTS

The order form for requesting final transcripts is ready and available in the Class of 2023 Google Classroom. Note, final transcripts are processed by the district office and are sent out late June.

Thank you for your participation and cooperation in such an important and momentous occasion.

Sincerely,



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