To: Class of 2018 and Parents

Commencement ceremonies for the Class of 2018 will be held on June 9th at UNCW’s Trask Coliseum. Each student will be issued eight (8) tickets. Tickets may be used for any seat in the upper bleachers.

Only students may pick up their tickets. All requested forms will need to be turned in before any tickets are given out and students must have their School IDs with them.

LIMITED seating for the handicapped will be available. There will be special tickets for these seats. To obtain a ticket for handicapped seating, students must fill out an application and return it by Friday May 4th. The handicapped seating tickets will come out of the eight (8) ticket allotment each student has. If you need to reserve any of these seats, please fill out the attached form and return it to Ms. Absi in the library or your 2nd Block teacher. People sitting in this area will be expected to stay for the entire ceremony and not leave the area until all of the seniors have exited.

Anyone in the Coliseum may take pictures from his/her seat only. No one will be allowed onto the lower level or move up and down the bleachers to take pictures. Those in the handicapped seating area must stay in their seats. No standing or moving out of the area to take pictures. The cooperation of the audience will be greatly appreciated. Please do not set up any tripods in the stands, they will not be allowed for safety reasons.

In order to promote proper behavior at the commencement ceremony, we will need your cooperation. By following the guidelines listed below, each student will be able to remember a graduation that was a dignified but enjoyable experience. Please act responsibly and require your guest(s) also to act properly. EVERY STUDENT has earned the right to be properly recognized and his/her guest(s) to be able to see the student and hear his/her name as it is announced. Air horns, yelling, whistling, and other unacceptable noises detract from the ceremony. Air horns and other noise-making devices are not allowed. All guests will walk through security gates at the University. Please assist the faculty and staff of Ashley as we attempt to honor the graduates in an appropriate manner. All cell phones need to be turned off during graduation.

Seating for the audience will be in the bleachers above the Coliseum’s court area. Graduates will be sitting on the court floor area. Each guest, including babies and very small children, must have a ticket. Please consider leaving very small children at home as they may become bored or restless during a ceremony such as this. This is an important occasion for all the participants and should be treated in a serious and proper manner.

On the morning of commencement, the graduate should be at Trask Coliseum no later than 11:45 a.m. and lined up with his/her homeroom. Students must attend practice on June 6th in order to participate in the ceremony. If the graduate chooses to take part in the commencement, he/she should participate properly. This includes being properly dressed and being on his/her best behavior. Men should wear dress shirts (preferably white), ties, long
pants, and shoes. (No white tennis shoes or flip-flops and no jeans) It is preferable that Ladies should wear dresses or skirts but dress slacks are allowable. Ladies should also leave their handbags with their parents or in their cars. Students do not put on their caps and gowns until they get inside the Coliseum and have gone through security. Students are expected to behave as they would at any formal function, or they will not be permitted to participate in the commencement.

Graduation is a school function and the administration reserves the right to restrict participation by any student who displays inappropriate dress or conduct.

1. Students who report for the graduation exercises improperly dressed will be denied the privilege of participating and will be sent home. [Gentlemen see Mr. Frost or Ms. Hand, if you need to borrow a white shirt, tie or shoes by June 5th].
2. Behavior unacceptable for a quality commencement will not be tolerated as it takes away from the ceremony and the other students yet to be recognized on stage.
3. Students will receive scrolls as they cross the stage. Immediately after the exercises are over, they will return to the hallway where they lined up and their homeroom teacher will pass out diplomas. We will hand out diplomas for 15 minutes. If you do not pick them up at this time, they will be available at school on the following Tuesday. Graduates must have their cap and scroll with them to receive their diploma.
4. Students who have not turned in their textbooks after exams will have their diplomas held until Tuesday June 12th.
5. Students who misbehave during any part of the exercises (crossing the stage, lining up, returning to their seat, or while seated) will have their diplomas held. They must report to the school administration on Tuesday following graduation to discuss any consequences related to their behavior.

We as the audience should extend our courtesy to ALL the seniors. This includes respecting the fact that each student’s family would like to hear his/her child’s name called. Please remain seated for the entire ceremony so the people behind you can see their graduate walk across the stage. The audience is strongly urged to remain in the bleachers until all of the seniors have exited the Coliseum. Please arrange for an area to meet your son/daughter after the ceremony. The cooperation of the students and the audience can make this commencement a very special experience for the families and the Class of 2018.

Please return the signed parent/student form to your 2nd Block teacher or Mrs. Absi by Friday, May 4th. Participation in commencement is contingent upon the signed form of this letter being properly on file and the student being at practice on June 6th from 1:30 p.m. to 3:30 p.m. Exceptions must be cleared through Mrs. Absi. You cannot receive your tickets without all appropriate forms being properly filed. Seniors must also be cleared of any fines or due bills before they will receive their tickets.

Guests should arrive early enough to proceed to the Coliseum in an orderly fashion and allow enough time to be seated before graduation. Commencement begins promptly at 12:30 p.m. Please do not leave your car in the UNCW parking lot after the ceremony.

Patrick McCarty (Principal) Joann Absi (Commencement Advisor)