General Graduation Instructions

- Hang your cap and gown on a hanger when you receive it. Write your name inside your cap with an indelible pen. You need to show your cap to receive your diploma. If your gown is wrinkled, hang it in the bathroom when you are taking a shower. The steam should help. **Don’t use an iron on it; it may melt.** Check gown size before graduation.

- Your diploma will be inside the cover when you receive it immediately following the graduation exercises. Check it. If there is a problem, notify the school on Tuesday, June 12th.

- Only students eligible for graduation on June 8th will be allowed to participate in graduation exercises. If you need summer school, then you will graduate after the summer session. Any student “in danger” should give a phone number to his/her graduation homeroom teacher so that the student and parent can be reached by phone on Friday. Mr. McCarty will know by noon Friday, June 8th, those who will not graduate.

  **Do not** put on your gown before you get to UNCW. You will have to clear security first. **Hang onto your tassel!**

- We always have a number of students who lose them between the parking lot and lining up. We do not have extras. When you put on your mortarboard, find the front! Caps are worn FLAT on the head by both men and women. Try a dress rehearsal before the morning of June 9th and fix your hair the best way so that the cap will sit FLAT! Do not put any decorations on your cap or gown that are not approved.

- **Men**—wear black, gray or dark brown shoes (no white tennis shoes); dark socks; plain black, navy, brown or khaki dress slacks; dark tie, plain or with a small design (no bow ties); and a **white shirt**. Make sure you have a belt on with your slacks. **No jeans are allowed.**

- **Ladies**—wear dress shoes (flats are fine, but sandals may be difficult to walk in). **No flip-flops or Rainbows.** Remember you will need to walk up and down steps to the stage. Dress appropriately, Sunday best or similar to what you wore for Graduation Projects presentations. **We are not wearing little white collars this year.** Bring bobbi pins to help hold your cap, if you feel you will need them. Do not bring a pocketbook into Trask, leave it with a parent or in your car.

- When you enter the coliseum, remain standing. When Mr. McCarty and other male teachers remove their caps for the National Anthem, male graduates should do the same. Likewise, when the ALMA MATER is sung, it is correct for the men to remove their caps and hold them under their left arms. Afterwards, caps should be replaced quickly on the head. The school’s Alma Mater is printed on the program.

- The tassel is always worn over the **right** temple. Stand up on cue from your usher. Place your tassel as far back on the right as possible before coming onto the stage. One of the principals will be at the podium; hand him/her your card. **Do not start walking until he/she calls your name.** Mr. McCarty will give you a scroll and shake your hand. Take the scroll in your left hand and shake hands with your right hand. Stop momentarily for your photo to be taken. Remember to turn toward the photographer for your photograph. Another photo will be taken of you when you as you leave the stage. Return to your seat to wait **PATIENTLY** while the rest of the graduates do the same. Always follow directions from Junior Ushers.

  **IMPORTANT:** Please ask your friends and relatives to respect the dignity deserved by all seniors on this occasion by remaining quiet during the ceremony. Urge them to remain seated until the end of the service and to allow all seniors to exit before leaving their seats. Tell them where to meet you after the ceremony. All seating for the audience is in the bleachers except for a few spots on ground level for the elderly and handicapped.

- Please respect each senior’s right to have his/her name heard as it is announced. It is a long time to sit and wait, but please give each person the respect he/she deserves. Celebrate AFTER the ceremony.

- You will be handed a rolled scroll on stage. Your legal document may be picked up in the hallway where we line up from your homeroom teacher. **Bring the scroll and your cap with you to where you lined up.** Pick up your diploma and quickly go outside to greet your family.

- Each High School Graduation will air live on Saturday June 9th. Ours starts at 12:30 p.m. if anyone would like to watch or record it. Each Tuesday during the summer, graduation ceremonies will be replayed on either Channel 5 - Time Warner or Channel 12 – Charter Cable. To purchase a DVD of graduation: online forms will be available on the school and county websites. Payment is due in advance.

  Check the Graduation Information on the Media Center webpage for any updates pertaining to Graduation.