

JAMES MONROE HIGH SCHOOL

TO: All Prospective Graduates  
FROM: D. Holt, Graduation Coordinator  
DATE: April 17, 1972  
SUBJECT: GRADUATION PROCEDURES

According to our records, you will be eligible to participate in the graduation ceremony which will be held at 7:30 p.m. on Friday, June 16, 1972, on Viking Field. You are not required to participate in the ceremony. If you prefer, you may obtain your diploma in the Counseling Office after Tuesday, June 20, 1972.

If you wish to participate, you must meet the following deadlines.

1. During the one-week period between May 1st and May 5th, return the completed cap and gown measurement card and pay the \$6.00 rental fee (make check payable to James Monroe High School Student Body). The Class Sponsors, Mrs. Johnson and Mr. Chamberlain, will supervise the collection during nutrition and lunch at the Student Store. Upon payment, you will receive your seat assignment and further instructions. Payment will not be accepted after this May 5th deadline. Refunds will be made to candidates who fail to meet graduation requirements.
2. Pick up your cap and gown during lunch on Monday, June 12, 1972.
3. Be willing to spend the evening of Wednesday, June 14, 1972, from 5:00 p.m. to 8:00 p.m. in rehearsal. No rehearsal - no ceremony. Five tickets will be distributed at this time to each participant.
4. Be sure that academic requirements and financial obligations have been met. A notation of shortages will replace the diploma.

DH:bg