



# Class of 2008

## *Graduation Packet*

Principal- Mr. Sterlind S. Burke, Sr.

Assistant Principals - Mr. Samuel A. Richman  
- Ms. B. Nicole Harryman  
- Mr. Martin Vandenberg  
- Mr. Joseph J. Dymek

Graduation Coordinator- Ms. April Lerner

## Class of 2008: Graduation Protocol

As we plan for graduation and related events, we would like to explain clearly the requirements and procedures that will produce the most enjoyable closing to the 2008 school year.

1. The graduation ceremony is not mandatory for receiving a diploma. Students who wish to decline the ceremony must request to be excused by the principal in a formal, written letter submitted **NO LATER THAN FRIDAY, MAY 9, 2008.**
2. Students who choose to participate in the graduation ceremony ***must attend ALL practices, be on time and stay for the entire practice.*** Students must request the principal's approval to miss any part of practices. Work commitments during May 20, 21, 22, 23 are **NOT** approved reasons to be excused. Please make all arrangements necessary to be in school until 2:10 PM through May 23, 2008.
3. Handicap parking forms will be distributed at graduation practice. Handicap parking is **limited**; however, there will be a handicap drop off for those persons who cannot walk the distance from the parking lot to the seating area.
4. If anyone is in need of a sign language interpreter during the graduation ceremony or awards programs, please notify Ms. April Lerner, Graduation Coordinator, by April 25, 2008 so she can obtain one. (410) 313-7626
5. Required attire for the graduation ceremony, both awards programs and the senior class picture is a graduation gown, cap and tassel. These will be distributed at practice #2 and should be removed from the bags, ironed and hung on a hanger. Students who have not yet ordered GRADUATION ATTIRE must see your class sponsor. Please read and adhere to the following:
  - Caps need to be worn flat on the head, not tilted. Use bobby pins to secure if necessary. The tassel is worn on the left.
  - Female students need to wear white dresses or skirts (NO PANTS) that will not show through the graduation gown. White or off white shoes with heels should accompany the gown. Large-heeled or dangerous shoes and flip flops will not be permitted. Large earrings, bracelets and showy jewelry are not permitted.
  - Male students need to wear white, collared shirts, a dark tie and dark pants. NO KHAKI PANTS! NO JEANS! Dark, closed shoes and dark socks are also required. NO TENNIS SHOES, SNEAKERS, BOOTS OR SANDALS!
6. Graduates will have their pictures taken by Segall-Magestic as they receive their diplomas and will be offered a chance to buy the pictures. Proofs will be mailed home to graduates for approval and purchase options. Direct questions to them at 410-525-1700. A private company will be video taping the ceremony and will offer the tape for sale. Purchase order forms will be available during graduation practice.
7. Each graduating senior must apply for graduation tickets on the form provided. Eight tickets are given using the first form. If families do not need all eight, please request only the number needed so that we may accommodate larger families. A separate form for additional tickets is available in the front office. Six additional tickets are possible with this second form, pending principal approval. Tickets

***\*\*Students who choose to participate in the formal ceremonies must follow the standards. Anyone not wearing requested attire will be asked to step out of line and go home, so please take these requirements seriously. If anyone has difficulty providing this attire, please see Ms. Lerner privately. It is important to Hammond High School that everyone who wants to participate is able to do so.\*\****

will be distributed at practice #2 ONLY to students who have filled in the forms and PAID all of their obligations to Hammond High School.

8. Students must clear their financial and school obligations before receiving caps and gowns, tickets or diplomas. Teachers and coaches will be turning in a list of debts owed. If students do not take care of these debts before final exams, a list will be posted at graduation practice. Media Center debts should be paid directly to Ms. Dunn; all other debts can be paid to the bookkeeper or principal's secretary.

**DO NOT WAIT UNTIL EXAMS TO ADDRESS YOUR DEBTS. ASK YOUR TEACHERS NOW TO AVOID DELAYED GOWNS, TICKETS AND DIPLOMAS! (Checks can be made payable to Hammond High School.)**

9. There will be one awards program for graduating seniors on Thursday, May 22 from 7-9 PM at Hammond. All seniors must attend because not only is it **your formal dress rehearsal**, but also you may be receiving an award from the school or from the community. For the evening ceremony graduates wear formal graduation attire; this includes appropriate dress as well as cap and gown.
10. Seniors who will be attending college need a final transcript from guidance. Students needing this document must take a stamped, addressed envelope to guidance no later than Tuesday, May 20, 2008 so that guidance can mail a final transcript **after** graduation.
11. Graduation is a tremendous opportunity for students to demonstrate that they have developed and matured enough to participate in this ceremony AS A CLASS. Students will be instructed in proper "decorum" for this formal ceremony and are asked not to chew gum, strut or gesture to draw attention to themselves. Although each individual deserves moments of recognition and joy, this is the graduation of the CLASS OF 2008. Hammond is a place "Where PEOPLE Are Important," and we look forward to presenting the Class of 2008 to demonstrate our motto.
12. Finally, ALL SENIORS are required to attend full days of school through the last day of final exams.

**NOTE:** During graduation seniors receive a black diploma cover. The inside is blank. Diplomas will be distributed after the ceremony at Merriweather.