

Dear Class of 2017 Parent/Guardian:

The Waller High School Administration seeks to inform you of plans and procedures for the Class of 2017 graduation ceremony. It will be held on Saturday, May 27, 2017 at 2:00 p.m. in the Baby Dome on the campus of Prairie View A&M University.

Your graduating senior will be called upon to assist with various aspects of the ceremony. We would like to make you aware of the following plans as well as ask for your help on following some procedures.

Graduation practice will be held on Friday, May 26<sup>th</sup>. The practice serves to organize the processional and seating arrangement. Please make sure your graduating senior attends. We will meet at the high school in the auditorium at 7:00 a.m. and board the buses at 7:30 a.m. to travel to Prairie View. All students must ride the bus to and from graduation practice. Failure to attend graduation practice could result in your senior not walking.

Graduation begins with normal school dress code and personal grooming (see student handbook); however, special attire is required. Senior males are required to wear dress slacks, white shirt, tie, and dark shoes. Senior females are required to wear a dress or pantsuit with dark shoes. All graduates participating in the ceremony are required to wear the designated cap and gown. Emblems/decals/messages are not allowed on the graduation cap.

The graduation ceremony will start promptly at 2:00 p.m., so all seniors must report to the basement of the Baby Dome at 12:30 p.m. This will allow the necessary time to position everyone in their designated places. No parents, friends, or family members will be allowed in the basement area. Students are not allowed to bring any items with them into the designated area. Cell phones, purses, keys, bags, etc. will be labeled and kept in a box. The items will be returned to students after the ceremony is over.

On May 19<sup>th</sup> we will hand out graduation tickets. During our senior assembly at 7:15 am, we will hand out 10 tickets to every senior that is cleared before we participate in Cap and Gown Day. If any tickets are remaining, a lottery will be held on May 23 after school. No student will be given tickets unless they have cleared their fines and fees.

Parking around PVAMU is limited, so we ask that you arrive early for the ceremony. Students will have a reserved parking pass, but no designated parking will be provided for others attending the ceremony. Waller HS will have two golf carts to assist in the transportation of individuals with special needs.

Your graduate's stage conduct is vital to the success of the graduation ceremony. We also urge you to discuss these rules with your student and family members prior to graduation day:

- **Tickets are required for guaranteed admission**
- **No air horns or noise making devices are allowed in the Baby Dome**
- **No dancing on stage; it distracts from the graduate following you**
- **No objects will be permitted on the floor (beach balls, signs, etc.)**
- **Leave all personal items in your car or at home (cell phones are not allowed)**
- **No one will be allowed on the floor except graduates and participants in the ceremony**

We need you to express the importance of graduation to your senior student. We feel it is a milestone of achievement in the educational experience. Our goal is to provide the opportunity for each graduating senior to cherish the memory for years to come. The graduation ceremony will take approximately two hours.

Sincerely,

Dr. Brian Merrell  
Principal  
Waller High School