

GRADUATION MEMO

CLASS of 2018



GRADUATION REHEARSAL

- **Wednesday , June 27th** @ Halifax Exhibition Centre
- 10:00 am – rehearsal and ***only time*** for grad gown distribution
- **Grad barbecue** is held at the school immediately following the rehearsal

GRADUATION FEE – one payment made from one of the options below. Money is payable to Halifax West High School (the main office).

Early bird special from April 13 – May 31st - \$40 (cheque or cash)

or

Regular cost from June 1 – June 27th - \$50 (cash only)

The grad fee contributes to the cost of:

- Exhibition Park facility rental for two days (rehearsal and ceremony)
- decorations
- security
- rental of large screen and projector
- rental of professional light & sound system
- gown rental; purchase of grad souvenir cap
- printing of diplomas, transcripts and programs
- grad diploma folders
- grad barbecue
- grad reception

GRADUATION GOWNS

- Grad gowns are ordered according to a student's height. Our deadline for ordering gowns from the company we deal with is **May 15th**, so gowns will be ordered and reserved for all students who pay their grad fee by **May 15th**
- Students who pay grad fees from May 15 – June 27 will be provided with a gown, but not one that has been ordered specifically for them and their height
- Gowns are distributed following the rehearsal (fee must be paid before pick-up). After this time, gowns can only be picked up the morning of the grad ceremony.

GRADUATION CEREMONY

- **Thursday , June 28th** @ Halifax Exhibition Centre, 9:00 am
- Grads arrive by **8:15 am**
- Ceremony 9:00 am – 12:00 pm (unlimited seating - no invitations required)
- Reception at Halifax West High School 12:30 – 1:30 pm

Please note:

Students wishing their diploma to be mailed must provide a self-addressed, business-size, stamped envelope (with sufficient postage) to the Main Office.