

2020 Senior Final Exam & Graduation Schedules Cap and Gown Etiquette

Seniors are to attend all scheduled events. Students who work are to make arrangements to be present at all events. If a senior misses the Tuesday, April 28th rehearsal without making prior arrangements with Dr. DeRoche, participation in the graduation ceremony is in jeopardy.

Exams

Unless a senior has make-up work or assigned events to attend, he/she will be released from school after taking exams. Seniors are to vacate the campus after being released. Those who have special work to do on campus are to be dressed according to the school's dress code. Those students who do remain on campus are expected to follow the school program planned for them. Once a senior leaves campus, he/she is not to return anymore that day without permission from an administrator.

Regular Bell Schedule will be followed on all exam days:

Wednesday, April 22 nd	7 th hour exam
Thursday, April 23 rd	4 th , 5 th and 6 th Hour Exams (leave after 6 th hour exam)
Friday, April 24 th	1 st , 2 nd and 3 rd Hour Exams (leave after 3 rd hour exam)
Monday, April 27 th	Make-up exam day / DE English 102 Exam

Thursday, April 9th

Deadline for clearing all financial obligations. Students who have not cleared all financial obligations **will not be allowed to pick up graduation regalia and/or participate in the graduation ceremony.**

Monday, April 27th – 3:00 p.m. Senior Meeting

Go directly to the GYM dressed appropriately. Find your homeroom location and sit in the bleachers with your homeroom. Graduation expectations will be discussed, then seniors without any financial obligations will be released by homeroom to pick up graduation regalia. Seniors with financial obligations will be allowed to pick up graduation regalia once financial obligations (cash only) have been cleared.

Tuesday, April 28th - 12:30 p.m.

Practice at SLU Assembly Center. Plan to arrive by 12:15. We will begin promptly at 12:30. Enter through Gate 3. Students are to have their own transportation to the Assembly Center. Any student who does not have transportation must sign up with Mrs. Clark at the senior meeting on Monday, April 27th to catch the bus from Covington High. The bus will leave CHS bus shed (bus area by Guidance) at 11:30 a.m.

Friday, May 1st - Class of 2020 Graduation Ceremony

All seniors must be at the SLU Assembly Center by 6:00 p.m. Refer to the *Cap and Gown Etiquette* handout as to appropriate dress and behavior. You will be searched at the door. Do not bring anything with you except your graduation regalia. Purses, cell phones, keys, candy, etc...are not to be brought in with you. **THEY WILL BE TAKEN AT THE DOOR** and given back to you after graduation.

TRANSCRIPTS: Louisiana public universities/colleges do not require students to send a transcript. If you are going out of state or need a transcript, transcript request forms can be found in Guidance or you can find one on the Covington High School website.

HEALTH CARD: If we have a Health Card on file for you it will be put in your diploma envelope on graduation night. **This is the only copy. Do not lose this card.**

**COVINGTON HIGH SCHOOL GRADUATION
CAP AND GOWN ETIQUETTE**

SENIORS MUST ARRIVE AT GATE 3 OF THE SLU UNIVERSITY CENTER ARENA BY 6:00 p.m.

DO NOT WEAR GOWN TO SLU!! SEE DRESS CODES DESCRIBED BELOW. PUT ON YOUR GOWN AFTER YOU HAVE BEEN SEARCHED AND ENTERED THE ARENA. ANY VIOLATION OF DRESS CODE WILL RESULT IN NON-PARTICIPATION IN THE CEREMONY. NO BODY PIERCINGS OTHER THAN EARS. **NO CELL PHONES/PURSES ALLOWED.**

DRESS CODE:

FEMALES: Simple dress, or skirt and blouse, or dark dress pants and blouse. No jeans. Black or navy shoes. **NO BOOTS, BEACH SANDALS OR ATHLETIC SHOES!** Wear something you can walk in. The floor is slippery and you will have to walk up and down stairs.

MALES: Dark pants (No jeans, shorts or khakis)
White shirt with collar and a dark dress tie – not a bow tie. **DON'T FORGET YOUR TIE.**
Black or Navy dress shoes or polished dress boots. **NO ATHLETIC SHOES OR SANDALS!**
Dark socks are a **MUST!**
Clean shaven. Any male student that shows up not clean shaven can a) shave in a SLU bathroom, b) leave and return clean shaven or c) choose not to walk.

GOWN: Package should contain a cap, gown, tassel and stole. Do **NOT** return any part of the package after the ceremony. It belongs to you.

CAP: Rest the cap **FLAT ON THE HEAD**, **NOT** positioned on the back of the head. Tassel remains on the **RIGHT!** Do not change position.

REMOVAL OF CAPS DURING CEREMONY:

FEMALES: Wear caps at all times.

MALES: Remove caps for all prayers, Pledge of Allegiance, National Anthem and for the Alma Mater. Pay attention to platform guests who remove caps.

DIPLOMAS: Each homeroom teacher will distribute diplomas after graduation where you lined up.

PHOTOGRAPHY: No personal photographs will be taken from the floor during the ceremony. Order forms for individual photographs while receiving your diploma will be distributed at graduation practice at SLU or one can be picked up in the front office of CHS.

RULES OF CONDUCT:

DRESS CODE: **Dress code will be strictly enforced.**

INTOXICATION: Anyone **SUSPECTED** to be under the influence of alcohol or a controlled substance will be pulled from the ceremony!

TOBACCO/GUM: Chewing gum or any tobacco related products is **NOT** be permitted at any time, **NOT** even during line-up! This includes dipping.

ANY DISRUPTION DURING THE CEREMONY WILL RESULT IN A POLICE ESCORT OFF THE FLOOR.