

**Middletown High School
Class of 2012**



Graduation Guide for Parents

Dear Parents,

Each spring the thoughts of eager seniors and their proud parents turn excitedly to graduation. In this state of enthusiasm, many last minute details can be forgotten or simply overlooked.

This booklet has been designed to provide information and answers to the questions most commonly asked by seniors and their parents. Please review this material carefully and use it as a reference during your planning this spring.

Candidates for graduation must complete all academic requirements and pass all parts of the Ohio Graduation Test in order to participate in the commencement ceremony on May 21. We will make every effort to keep you informed of your senior's academic progress. In turn, we ask you to make every effort to be informed and to help ensure that your senior successfully completes all academic requirements.

I hope you find this booklet helpful as you plan for what is certain to be a busy time for you and your family. As always, please feel free to contact the high school (420-4500) if you have any questions. We are eager to make this an enjoyable and memorable experience for everyone.

Sincerely,

Carmela Cotter
Principal

***Special note: The ceremony will be held at Princeton Pike Church of God.**

Commencement Requirements

All seniors and early graduates must have completed all academic and other requirements within the stated timelines including, but not limited to, the Ohio Graduation Test, virtual classes, PSEO, and correspondence courses in order to participate in the Middletown High School Commencement.

A student who fails a second semester class that is needed to fulfill a graduation requirement will not be permitted to participate in commencement, even if the credit can be made up in summer school. Commencement is reserved only for students who have successfully completed all coursework.

Class of 2012 Graduation Requirements 21 Total Credits

English.....	4 credits	Health.....	0.5 credit
Science.....	3 credits	Physical Education.....	0.5 credit
Mathematics.....	4 credits	Technology Literacy....	0.5 credit
Social Studies.....	3 credits	Speech.....	0.5credit
Elective...	5 credits to include 1 Fine Art credit.		

Other Requirements

Any senior having fees to pay, books to return, or any other obligation, must have it cleared before diplomas are released.

Seniors wishing to participate in commencement must attend rehearsal in its entirety. Rehearsal will be held on Friday, May 18 @ 8:00 am at Middletown High School.

Commencement Information

1. Commencement will be held on Monday, May 21, at Princeton Pike Church of God.
2. Commencement will begin promptly at 7:00 pm.
3. A bus will be provided for graduates. Graduates must arrive at Middletown High School by 5:30 pm, with their caps and gowns (**must have the approved gown** from Graduate Services in order to participate in graduation). Upon arriving at Princeton Pike Church of God, report directly to the ready room in back of the stage area. Information about the line-up assignment, seating order, etc. will be given to the graduates at practice on May 18.
4. Parents, please, - Graduates only in the assigned areas prior to and after commencement.

Commencement Information

Commencement Rehearsal - Friday, May 18 – 8:00 am – Middletown High School

Seniors wishing to participate in commencement on May 21 **must attend and participate in rehearsal on Friday, May 18**. Rehearsal lasts approximately 4 hours. Seniors who do not attend commencement rehearsal **in its entirety** on May 18 are not permitted to participate in commencement on Monday, May 21. Only absences from rehearsal that are validated by a physician's statement indicating the student to be physically unable to participate in rehearsal will be deemed excused. A bus will be provided for rehearsal. All seniors must return on the bus after the practice. ***Mark this date on your calendar. Everyone must be at the entire rehearsal.**

Senior Events

Senior Awards Program - Wednesday, April 26, 8:00 am, Middletown High School Auditorium

This program is designed to recognize and honor graduating seniors for their accomplishments. Students will be recognized for various accomplishments and will be awarded local and national scholarships. Recipients included in the ceremony will be sent an invitation.

Parents and family are invited and encouraged to attend.

Seniors should check with their counselor at least **10 days prior** to the program to make sure that the school is aware of respective scholarships, awards, etc. that have been earned so the student can be appropriately recognized. Some scholarships will be announced for the first time at this program.

Directions to Graduation

Princeton Pike Church of God

- Take State Route 4 South to 747
- Turn Left onto 747
- Turn Right onto Milliken
- Turn Left into the Parking Lot.

Important Information

Senior Awards Program ----- *Thursday, April 26, 2012*
8:00 AM, Middletown High School Auditorium

Commencement Rehearsal ----- *Friday, May 18*
8:00 AM, Middletown High School

Commencement ----- *Monday, May 21, 2012*
7:00 PM, Princeton Pike Church of God,
**Graduates must be at MHS at 5:30 and are
Required to ride the bus to the church.**

The Ceremony

The Middletown High School commencement will be conducted with dignity and respect. Graduates, parents, and guests are reminded that commencement is a formal ceremony, not a celebration.

Participation in commencement is optional. Graduates wishing to participate in the ceremony must adhere to the following guidelines:

1. Males will wear purple caps and gowns. Females will wear white caps and gowns.
All caps and gowns must be the custom made, rented gowns in order to participate in the graduation ceremony.
2. Graduates will be seated in alphabetical order.
3. A photograph will be taken of each graduate as he/she receives a diploma by a professional photographer (Life Touch). More information on the photographer will follow, closer to the ceremony.

Important Graduation Information

1. Seniors are measured for caps and gowns in the fall of their senior year. Students who miss the ordering day need to contact directly Graduate Services, at (513) 272-5890. Caps and gowns will be distributed in the spring during school. Please listen for announcements as to when they can pick them up. Any questions dealing with caps and gowns **must** be directed to Graduate Services.
2. Diplomas will not be issued during the ceremony. Diplomas will be distributed in the Student Services Office on May 22 beginning at 9:00 am.
3. Only honor cords and medallions may be worn on or around graduation attire. The gown may not be altered in any way; the cap can be altered for fitting purposes only.
4. Graduates may not bring purses, cell phones, or any other items to carry during the ceremony.
5. Family members and friends in the audience please **turn off** all cell phones during the ceremony.

Miscellaneous

1. **Any senior who disrupts - or contributes in any way to the disruption of - the normal operation during the final days of the school year, will be subject to disciplinary action including, but not limited to, being denied participation in commencement on May 21. Any graduate participating in or contributing to inappropriate behavior during the commencement ceremony will be removed from the Graduation Ceremony by the administration.**
2. Any graduate choosing **not to participate** in commencement should let his/her counselor know by April 29, so the seating arrangements for commencement can be finalized. Diplomas for students not attending commencement may be picked up at the high school starting on Tuesday, May 22.