



CIVIC MEMORIAL HIGH SCHOOL

Mr. Justin Newell, Principal
200 School Street • Bethalto, IL 62010
Phone: (618) 377-7230
<https://civickmemorial.bethalto.org>

April 29, 2022

Dear Graduate and Parents/Guardians:

I wish it were possible to communicate with each of you personally about the happiness and sadness, excitement and apprehension we share with you at this important time in your life. Suffice it to say we greet graduation with the same mixed emotions you are feeling.

As we go through the next couple weeks, the following information will be very important to you:

❖ **Upcoming Dates**

Sunday, May 1st at 3:00 PM – Baccalaureate
Wednesday, May 4th Before School – Senior Photo
Wednesday, May 4th during 7th Hour – Ice Cream Social
Thursday, May 5th and Friday, May 6th – Senior Final Exams
Thursday, May 12th at 2:30 PM – Senior Celebration

❖ **Final Transcript Requests**

- **High School Transcript** - A 2022 Graduation Information Google Form has been sent to your email. Complete this form to request your official high school transcript to be sent to the college you will be attending (or military recruiter if that applies). If you need a transcript during the summer or at any time after high school, you can go to bethalto.org and click on Transcript/Record Requests at the top of the page.
- **LCCC Dual Credit Transcript** - There is a LCCC Transcript Request Form attached to the back of this letter. If you have taken any dual credit classes during high school, you will need to complete this form so your dual credit college credits can be transferred to the college you will be attending. Please note that you **MUST** include the complete address of your college on this form. Mrs. Diveley in the counseling office is happy to fax this to LCCC for you. If you prefer, you may instead request your LCCC transcript directly on their website – lc.edu/transcript/ *If you will be attending LCCC, you do not need to request your LCCC Transcript.*

- ❖ **The last day for seniors is Friday, May 6th.** Seniors not required to take final exams will be finished on Wednesday, May 4th. Seniors who fail a graduation requirement will be notified by 2:30 p.m. on May 9th. Only students meeting graduation requirements will be allowed to participate in the graduation ceremony. *All seniors MUST turn in their laptop and charger at the end of their last day of classes, pay all of their fees and serve all of their detentions. Seniors will not receive their diplomas until they have taken care of all of these obligations.*

- ❖ **Senior Breakfast on Friday, May 13th at 7:45 a.m.** The Senior class will have breakfast in the Commons before graduation practice.

- ❖ **Class of 2022 Walk on Friday, May 13th at 8:30 a.m.** After the senior breakfast, seniors are invited to attend each of the other schools in the Bethalto School District and walk the halls in their caps and gowns. We believe this is an excellent opportunity for our graduating seniors to motivate our younger students. Add your name on the 2022 Graduate Information Google Form that was emailed to you if you plan to participate. Don't forget your cap and gown!
- ❖ **Graduation Practice will be held in the gymnasium on Friday, May 13th at 10:00 a.m.** It is mandatory that ALL graduating seniors be present for rehearsal. Seniors will receive their graduation tickets at the conclusion of the graduation practice.
- ❖ **Admission tickets will be required for the Commencement Exercises.** Commencement exercises will be held in the Civic Memorial Main Gym. Each senior will be given 10 tickets.
- ❖ **Commencement exercises will be held on Saturday, May 14th at 7:00 p.m.** Seniors should report to the C.M. Commons by 6:00 p.m. on the day of graduation. We recommend that girls wear a simple, light dress or dressy pants outfit under the graduation gown. It is not necessary for boys to wear coats under the gowns; however, long dress pants, a dress shirt and tie are required. *Tennis shoes, blue jeans or shorts may not be worn.* If financial constraints make it difficult to meet these dress requirements, please contact me and I will be able to assist you. When wearing the cap and gown, the cap should be placed upon the head with the longer point of the crown on the back. The shorter point should be centered on the forehead down far enough so that the top of the hat is level. The tassel should be draped over the right temple and should not be pinned or sewn to the cap but permitted to hang naturally. **No additional accessories or writing shall be added to the cap and/or gown.** If a graduate disregards this warning, we have extra caps and gowns on hand that we will use if necessary.
- ❖ **Each Graduate MUST report to the Commons immediately following the ceremony to pick up their diploma.** During the ceremony, graduates will receive only their diploma cover when they walk across the stage. This prevents any chance of a student getting the wrong diploma.

The graduation ceremony is an important milestone that deserves dignity and decorum, and each senior has earned the right to an uninterrupted moment on the stage. We ask that you relay the message to your guests not to bring or use mechanical noisemakers during the ceremony. Any evidence of alcohol consumption prior to the ceremony will warrant the student's removal from the line and, thus, the ceremony. We are confident we have your support in this and appreciate your full cooperation.

The Class of 2022 is the seventy-second graduating class of Civic Memorial High School. We hope that you will always be proud of Civic Memorial. To each graduate, our personal best wishes for future happiness and success. Know that we are very proud of you and we will always be happy to hear from you and serve you in any way that we can.

Sincerely,



Justin Newell
Principal