



2016 Commencement Ceremony Procedures

CONGRATULATIONS! Graduation is a special time and represents a huge milestone in your life. To commemorate your accomplishment, the Clark Advanced Learning Center will hold a commencement ceremony at 10:00 a.m. on Saturday, May 28, 2016 at the Jensen Beach High School Wellness Center (gym), 2875 NW Goldenrod Rd, Jensen Beach, FL. To ensure your graduation is a memorable experience for you and your family, please review the following information:

Caps, Gowns, and Announcements

A non-refundable fee of \$50.00 will cover the basic graduation package, which will consist of your cap, gown, tassel, medallion, diploma and cover, and 10 announcements. ***ALL graduates are required to pay this fee due no later than 2 pm on March 9, 2016.***

The completed order form is to be turned in to Mrs. Wood's Office. Only Cash, Checks or Money Orders can be accepted, Checks may be made out to "Clark Advanced Learning Center".

The graduation package does not include individual name cards. These may be purchased from any office supply store.

If you will be earning your AA or AS degree and plan to participate in the IRSC graduation ceremony, you will pay IRSC online once the link is available. The same cap and gown will be worn in the Clark ceremony. If you have purchased the IRSC Cap, Gown, and Regalia for IRSC Commencement Ceremony, please provide a copy of the receipt to Mrs. Wood before March 9.

Pictures and Rings

Graduation pictures will be taken during the ceremony by Grad Images. They will notify graduates of an opportunity to purchase photos directly.

For class rings, students may order from Jostens at www.Jostens.com or consult another jewelry provider of your choice.

Tickets

Each graduating senior will receive 10 tickets for seating in the JBHS Wellness Center. If you do not plan to use all tickets allotted to you, please return them to Mrs. Wood's office as early as possible. If you need additional tickets, they will be provided on a first come, first served basis in mid- May. Please contact Mrs. Wood (772) 419-5754 to be placed on a list and let her know how many you would like.

Attendees should be prompt. We ask you to respect this policy so that we may maintain the solemnity of this special occasion. Visitors will be seated only before and after the graduates' procession. Handicap seating will be available. Please contact Mrs. Wood 772-419-5754 if a member of your family will need assistance.

Commencement Rehearsal

THIS IS MANDATORY FOR ALL SENIORS

Date:	May 27, 2016
Time:	3:30 – 5:30 p.m.
Place:	Jensen Beach High School Wellness Center (gym)

IMPORTANT: Attendance at this rehearsal is mandatory in order to participate in the commencement ceremony.

Commencement Ceremony

The 12th commencement ceremony of the Clark Advanced Learning Center will be held in the Jensen Beach High School Wellness Center (gym) on Saturday, May 28, 2016 at 10:00 a.m. In order to ensure this celebration is a success, students and guests must arrive at the appointed times. **Graduates should arrive no later than 9:00 a.m.** Guests should be seated before 9:45 a.m. Seating is on a first-come basis.

Students will report to the locker room. Ladies should wear knee length dresses with dark, preferably black shoes (no sandals); gentlemen should wear white collared shirts and dark pants with dark, preferably black, dress shoes. Please arrive prepared to march in your cap and gown. Do NOT bring any valuables into the locker room before the ceremony – leave them home or lock them in your vehicle. Women should wear caps during the entire ceremony. Men should wear their caps during the ceremony, but remove them during the singing of the national anthem. The tassel is placed on the right side prior to graduation and moved to the left side after receiving the diploma.

Diplomas

All DE books issued for IRSC classes are due back by April 28th.

All outstanding Clark books and laptops must be returned before May 25th and all obligations should be met.

Students should pick up their diplomas outside of the Wellness Center (gym) immediately following the ceremony.

If you have any questions, please call 772-419-5754.

Congratulations on your accomplishment!
We are proud of you!