

Mt. Carmel High School End of the Year Information  
Class of 2018

Dear Seniors and Parents,

Each year during the last week of school, seniors get the opportunity to enjoy planned activities leading up to graduation. To make sure the upcoming senior class activities will be successful and enjoyable for everyone, we ask that families please read the following information.

**Finish Strong**

Our seniors are excited and looking forward to the end of the year celebrations, but it is important for them to remember that they have several weeks of course work remaining and they need to “finish strong” especially as many have been offered a conditional acceptance to a 4-year school or opportunities to earn scholarships. Students must complete all class requirements and handle celebration activities in a mature and responsible way. Please remember that any poor choices in behavior could preclude a senior’s participation in Prom, senior activities, and/or the graduation ceremony. Our goal is for our seniors to be successful in their class work, enjoy the planned school activities, and conduct themselves as responsible young adults.

**Graduation Requirements**

Earn 230 credits  
Pass all required courses

Please direct questions about your student’s credit or proficiency status to his/her counselor.

**Caps, Gowns, Medallions and Diploma Covers**

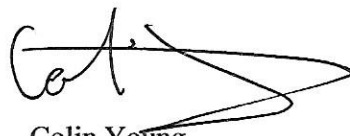
The deadline for ordering caps and gowns from Jostens online is May 4<sup>th</sup>. Your student will be able to purchase a cap and gown, medallion and diploma cover following senior breakfast on June 12<sup>th</sup> from the Jostens representative. The deadline for students who want to borrow and return the graduation regalia is May 4<sup>th</sup>. For more information on the borrow program, please refer to the packet of information that was distributed to families in the fall or on the Jostens website at: <http://www.jostens.com/apps/store/customer/1006791/Mt.-Carmel-High-School/>

Caps and gowns will only be issued to students who have received a cap and gown card. These cards will be distributed to students at the completion of the senior check out process.

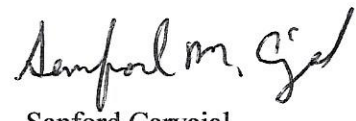
Please review this information carefully and keep it in a place where you will be able to reference it in the coming days and weeks.



Greg Magno  
Principal  
Mt. Carmel High School



Colin Young  
Assistant Principal  
Mt. Carmel High School



Sanford Carvajal  
ASB Director  
Mt. Carmel High School

**Upcoming Important Dates and Detailed Information for MCHS Seniors**



<p><b>Saturday</b> <b>June 2<sup>nd</sup>, 2018</b> <b>7pm-11pm</b></p>	<p><b>Junior/Senior Prom</b> <b>Location: It's a secret!</b> <b>Theme: The secret will be revealed on Wednesday May 2<sup>nd</sup> at lunch!</b> <b>Student ID</b> is required to be able to enter the dance. Guests require approved passes and school dress code applies to this school activity. <b>Guest passes</b> are available starting in April from Mrs. Kelley in the Administration building and require parent signature. Tickets will go on sale on April 30<sup>th</sup> and can be purchased at the finance window through June 1<sup>st</sup>. <b>Students on Tier 2</b> (loss of privileges due to grades under 2.0gpa during a 6-week grading period, discipline or attendance problems) must see their Assistant Principal to learn how to earn their way to Prom if they are unsure of how to do so. Ticket prices increase each passing week.</p>
<p><b>Thursday</b> <b>May 24<sup>th</sup></b></p>	<p><b>Senior Scholarship Survey Due</b> The Scholarship Survey is part of the mandatory senior checkout process. The scholarship survey will be made available on May 1<sup>st</sup>.</p>
<p><b>Tuesday</b> <b>May 29<sup>th</sup></b> <b>MCHS PAC</b> <b>4:30pm</b></p>	<p><b>Senior Scholarship Awards</b> This ceremony will honor students who are the recipients of local scholarships and departmental awards. Students and parents will be individually notified and invited to attend.</p>
<p><b>Friday</b> <b>June 1<sup>st</sup></b></p>	<p><b>Senior Exit Survey and College Decision Update</b> All seniors will be required to complete an "exit survey" using their account on NAVIANCE by clicking on the "About Me" tab. Students will also update their college decision on the "Colleges" tab on Naviance. The survey goes live in mid-May and must be completed before students will be allowed to begin the Senior Check Out process, so get it done early!!</p>
<p><b>Wednesday</b> <b>June 6<sup>th</sup></b></p> <p><i>Herb Jones</i></p>	<p><b>Senior Yearbook Distribution</b> Seniors may pick up pre-purchased yearbooks <b>Wednesday, June 6<sup>th</sup>, 2018 -- 2:35-3:30pm SENIOR DISTRIBUTION ONLY!!</b> ROOM F1 (Students with 5<sup>th</sup> period off roll and begin at 1:28pm) <b>Thursday, June 7<sup>th</sup>, 2018-- 2:35-3:30pm JUNIOR DISTRIBUTION ONLY!!</b> ROOM F1 (Students with 5<sup>th</sup> period off roll and begin at 1:08pm) <b>Friday, June 8<sup>th</sup>, 2018 -- 2:35-3:30pm ALL SCHOOL DISTRIBUTION!!</b> ROOM F1 (Students with 5<sup>th</sup> period off roll and begin at 1:36pm)</p> <p>If there are any extra yearbooks available, they may be purchased for <b>CASH ONLY! MCHS ID is required.</b> More details will be in the school bulletin.</p>
<p><b>Wednesday</b> <b>June 6<sup>th</sup></b> <b>MCHS GYM</b></p>	<p><b>Athlete of the Year Awards</b> Scholar athletes, League, and CIF winners will be recognized for their performances on and off the field.</p>
<p><b>Wed-Fri</b> <b>June 6<sup>th</sup> – 8<sup>th</sup></b></p>	<p><b>Senior Final Exams</b> Most seniors will take their finals during class on Wednesday June 6<sup>th</sup> -Friday June 8<sup>th</sup>. Scheduling of senior finals is at each teacher's discretion.</p>
<p><b>Thursday</b> <b>June 7<sup>th</sup></b></p>	<p><b>Final Transcript Request Form Due</b> All transcript request forms must be turned in to Ms. Meyer in the registrar's office no later than 3:30pm on Thursday, June 7<sup>th</sup>.</p>

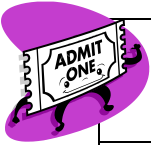
Mt. Carmel High School End of the Year Information  
Class of 2018

<p><b>Monday June 11<sup>th</sup></b></p>	<p><b>Senior with failing grades following finals</b> Teachers will turn in final grades for students earning F's and parents will receive phone calls from guidance staff if on-time graduation will not happen for your student. Students who fail any graduation requirements will be referred to New Directions in order to complete necessary requirements for a diploma. Students who do not complete 230 credits will not walk in the graduation ceremony.</p>
<p><b>Monday June 11<sup>th</sup> Outside Sun Center and Library area</b></p>	<p><b>Senior Check Out</b> Lineup begins at 1:25pm (if you have 5th period off roll – otherwise you must wait until after school) under the arbor near the Sun Center. All seniors will receive a check out card and will move to various stations. Upon completion, seniors will receive a Cap and Gown Card (<b><u>THIS CARD IS REQUIRED TO BRING TO ALL SENIOR ACTIVITIES</u></b>). Seniors will use this card to get their cap and gown, graduation tickets, and know their seat on the field for the graduation ceremony.</p> <p><b>Senior Exit Survey</b> Students will need to complete the Senior Exit Survey on Naviance if they have not already done so. Computers will be available in the Sun Center for students to use. <u>It would be wise to complete this well before Senior Check Out day.</u></p> <p><b>Textbooks Turned In</b> All textbooks and library books must be turned in, and fines paid for missing and late books before students will be able to complete the checkout process.</p> <p><b>Attendance Cleared</b> Students must have cleared <b><u>ALL</u></b> unexcused absences in order to complete the checkout process.</p> <p>The last opportunity to clear absences will be by cleaning up the stadium following Senior Breakfast. Students must sign in at the conclusion of the breakfast to have it count towards clearing absences.</p> <p><b>Financial Obligations</b> All student financial obligations, like lost books or lost athletic uniforms, must be cleared before a student will be issued his/her cap, gown and graduation tickets. Students are encouraged to check with the library (ext. 3551) and the finance office (ext. 3131) before Friday June 8<sup>th</sup> to avoid potentially long lines at senior checkout. <b><u>After May 18<sup>th</sup>, ALL payments must be made in cash.</u></b></p> <p><b>Final Transcript Form</b> ALL seniors must turn in a Final Transcript Request form to the Records Office in order to receive a Cap and Gown card and to complete check-out. If you do not need a final transcript, you must still turn in the form. Please choose the option that says you do not need a final transcript. Please turn in the Final Transcript Request form to Ms. Meyer in the Records Office by 3:30pm on Thursday, June 7<sup>th</sup> in order to ensure that the check-out process is not delayed.</p>
<p><b>Tuesday June 12<sup>th</sup> 8am-11am</b></p>	<p><b>Senior Breakfast, Cap &amp; Gown Distribution</b> This senior activity is mandatory and attendance will be taken. The Senior class council has planned a fabulous catered breakfast as well as guest speaker. Caps and gowns will be distributed at the conclusion of this event.</p>
<p><b>Wednesday June 13<sup>th</sup> 9am-Noon</b></p>	<p><b>Senior Picnic and Graduation Ticket Distribution</b> The Senior picnic will be held at Hilltop Park overlooking MCHS at 9711 Oviedo Way. There will be activities, food, and fun. Students will also be able to pick up their graduation tickets at the conclusion of the event.</p>



*Important!!!*

Mt. Carmel High School End of the Year Information  
Class of 2018



*Each grad is issued 14 tickets* although students who may need more can get up to 4 more by signing up in Mrs. Kelley’s office starting on June 1<sup>st</sup>. They will be given out on a first come-first served basis until they run out.

**Thursday  
June 14<sup>th</sup>  
Practice**

**Graduation Practice**

Students who do not attend this mandatory practice will not be permitted to participate in the graduation ceremony. **We will begin in the stadium promptly at 8:30am and should finish up by 10:30am.** Students will be dismissed for the day at the completion of practice. Hats, sunscreen, and water are recommended. Any students who place banned materials in the stadium prior to graduation are subject to being banned from the ceremony.

**Ceremony**

**Graduation Ceremony (THE BIG EVENT!)**

Mt. Carmel Stadium  
Admission for guests by ticket only.

*4:30pm Seniors check in begins*

*5:45pm Processional begins*

*6:00pm Ceremony begins*

**Audience and Graduate Conduct Expectations**

In order to allow each graduate and his/her family to fully enjoy their moment of honor, activities that could detract from the ceremony are strongly discouraged. Audience members are asked to not use noisemakers of any kind and items are subject to confiscation upon entry to the stadium.

**Balloons, noisemakers, cow bells, air horns, vuvuzelas, and other such items will not be permitted in the venue. These items obstruct the view for others and prevent people in the stands from hearing the program. Guests bringing them in will be asked to discard them or return them to their vehicles until after the ceremony.**

**Dress Code Requirements**

In accordance with the dignified tone of commencement, students will be required to wear “dressy” attire under their caps and gowns. Specifically, casual clothing consisting of tennis shoes, casual boots, denim jeans, shorts and any attire that will draw undue attention to an individual are prohibited. Students who break dress code risk losing the opportunity to participate in the ceremony. Only the official cap and gown from Jostens and approved academic regalia from the National Honor Society and California Scholarship Federation will be permitted.

Leis, and other adornments, will **not** be allowed as part of academic regalia when students are admitted to the facility and staging area. These and other cultural or celebratory items are welcome **after** the ceremony.

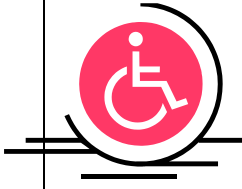
**Dress Code**

- Slacks
- Button-down shirt with collar
- Tie (Preferred)
- Dress or skirt outfit that includes a top
- Pantsuit
- Dark dress shoes, wedges, or flats (no flip flops or tennis shoes). Heels are discouraged to avoid injury, damage to track and turf, and improve comfort for long periods of standing.



Mt. Carmel High School End of the Year Information  
Class of 2018

*parking*



**Graduation Ceremony Parking**

Stadium gates will be open at 4:15pm. Parking and seating will fill up early. The parking lot will be closed when it fills. Unless you are very early, you may need to walk from streets in the surrounding neighborhood. **Carpooling** is strongly encouraged. ***Cars parked in the fire lane, dirt, or lawn areas of the school grounds are subject to towing and/or ticketing.***

Please be mindful of the possibility of the need to get emergency vehicles in and out of the parking lot in the event of an emergency. An impounded vehicle and a ticket will sour the graduation experience for the whole family.

**Special Needs**

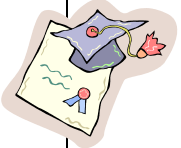
A limited number of golf carts will be available to transport elderly or disabled guests up the grade of the stadium ramp as it may be challenging for some audience members. Handicapped seating will be marked in the stadium.

**Senior Graduation Line-up 4:30pm (Outdoor basketball courts)**

Seniors will begin checking in at 4:30pm. **Students will be required to carry their cap and gown (not wear them) for check-in.**

- **NO personal items** (including but not limited to **cell phones**, purses, cameras, backpacks, shopping bags, and make-up bags) will be permitted in the staging area or on the field until after the ceremony. ***Students will be required to discard them in order to enter the staging area.***
- Hair accessories, such as bobby pins and items to fix clothing will be provided by staff in the staging area.
- ***Students not dressed to standards will not be permitted in the staging area until brought to dress code.***

**Friday  
June 15<sup>th</sup>**



**Diploma pick-up**

Diplomas will be available for pick up in the Registrar's office the day after graduation.

***Graduates must show student ID, family members may not pick up diplomas.***

**Location:** Administration Building Records Office

**Contact:** Lindsay Meyer (ext. 3130)

Friday June 15<sup>th</sup> 10am-Noon

Diplomas will also be available in the MCHS Records Office anytime during office hours.

**June 14<sup>th</sup> - 15<sup>th</sup>  
9pm-5am  
(overnight)**

**PTSA's "Grad Nite"**

**Theme: Good Vibes**

**Location: Party Pals in Sorrento Valley**

This optional event is sponsored by the PTSA and will take place from 9pm on Thursday to 5am Friday at Party Pals. Signed permission slips are required and only MCHS Class of 2018 graduates will be admitted. Tickets will be on sale at the senior breakfast, senior picnic, and after graduation practice in addition to regular days on campus. Please see the website at [www.mchsptsa.org/grad-nite](http://www.mchsptsa.org/grad-nite) for ticket prices, permission slips, waiver forms and more information.