

TO: Candidates for Graduation 2015- ZACHARY HIGH SCHOOL
FROM: Counseling Office
RE: Graduation Information
DATE: March 31, 2015

Please read this memo carefully. Only with the cooperation of everyone can graduation be a success.

1. All senior service hours must be completed and turned in to the Counseling office by **April 30th**.
2. Complete the scholarships awarded form and return to Mrs. Beadle in the counseling office by May 6th if it is to be announced at graduation.
3. Money owed list and outstanding cafeteria fees are due by **Thursday, April 23rd**. This includes the \$40 senior fee owed to Zachary High.
4. Textbooks and laptops returned **April 28th**.
5. **Senior Exam Schedule:**
 - Thursday, April 30th – 7th hour
 - Friday, May 1st – 5th & 6th hour
 - Monday, May 4th – 3rd & 4th hour
 - Tuesday, May 5th – 1st & 2nd hour
6. **AP Exam Schedule:** Students must be in **school uniform** to test.
 - Monday, May 4th (7:30-12:00) – Chemistry
 - Tuesday, May 5th (7:30-12:00) – Calculus AB & BC
 - Wednesday, May 6th (7:30-12:00) – English IV
 - Wednesday, May 6th (11:30-3:00) – Physics 1: Algebra-Based
 - Friday, May 8th – Studio Art Portfolio due by 8 p.m.
 - Monday, May 11th (7:30-12:00) – Music Theory/ Biology II
 - Monday, May 11th (11:30- 3:00) – Physics C: Mechanics
 - Thursday, May 14th (7:30-12:00) – World History
7. No senior will be permitted on campus after his or her last exam without pre-approved school business and in **school uniform**. You must check-in with the front office.
8. **Graduation tickets** will be available for pick up in the Counseling Office starting **Thursday, April 30th**. Only the student or parent will be allowed to pick up and sign for the tickets. Each graduate will receive 10 tickets and they are printed on heat sensitive security paper to avoid duplication.
9. Balloons, flowers, air horns, cowbells, or any other noise-makers are not allowed in the church.

10. Graduation practice will be held at the Bethany World Prayer Center on **Tuesday, May 19th at 1:00 p.m.** Practice will last approximately 2 ½ hours. Roll will be taken at practice. **Attendance is required for participation in the ceremony.** Only excuses from doctors will be accepted. Tardiness will not be tolerated.
11. Uniforms are not required for graduation practice; however you should be dressed appropriately. This means **NO shorts, tank shirts, or midriffs showing.** We will be in a place of worship, so be respectful.
12. Alcohol, or the smell of it, automatically eliminates a student from participation in graduation.
13. Caps and gowns will be issued at the end of practice on **May 19th.** Caps and gowns are yours to keep.
14. Graduation will be **Tuesday, May 19th, at 6:30 p.m.** at the Bethany World Prayer Center, 13855 Plank Road, Baker, LA. Graduates are **required to arrive forty-five minutes before the time of graduation (5:45 p.m.)** at Bethany World Prayer Center. Report to the school auditorium directly behind the main center. It is requested that guests arrive no later than 6:15 p.m.
15. Unbecoming behavior will not be tolerated. This applies to practice as well as to your behavior now until May 19th, both on and off campus. Violations eliminate a candidate from participation in the actual ceremony and may halt the processing of the diploma.
16. It is advisable to dress in the cap and gown at home. The tassel should be on your **LEFT SIDE.** Pin caps on, especially if it is windy.
17. Cameras will not be allowed near the stage during graduation. A professional photographer will take each graduate's picture as he/she receives the diploma and/or special award(s). Information concerning price, etc., will be distributed at practice. If your parents would like to take pictures before the ceremony you need to be there by 5:30 p.m.
18. Dress regulations are as follows:

Males: Solid color dress pants; dress shoes; long ties and light colored or white collared shirt. Hair grooming/style should be according to school policy.

Females: Light or white dress – no collar or flat collar; hairstyle on which your cap will fit. Dress shoes - recommended black, white, cream or beige. (NO flip flops, cowboy boots)

***Appropriate graduation attire will be determined by ZHS administration.**

SENIOR SERVICE HOURS

20 hours of service are required to receive the chords at graduation.

The purpose of this activity is for your personal growth.

Areas that are to be covered are:

1. Service to the elderly
 - a. Nursing homes
 - b. Assisted living facilities.
 - c. The elderly living alone that need assistance. (recommended by church or community).

2. Service to the infirmed.
 - a. Hospitals
 - b. Nursing Homes
 - c. Hospice

3. Service to the poor
 - a. Habitat for Humanity
 - b. Food Bank
 - c. Food Kitchens

4. Service to the community
 - a. Civic activities
 - b. Fire station
 - c. Town hall
 - d. Trash day
 - e. Christmas Parade
 - f. Lighting of the lights

5. School Activities
 - a. Assisting with special programs

You will need to have:

10 hours from areas 1, 2, and 3 combined

10 hours from areas 4 and 5

20 hours total

SENIOR SERVICE HOURS

Student Name _____

AREA OF SERVICE: _____

AREA OF SERVICE: _____

PLACE OF SERVICE: _____

PLACE OF SERVICE: _____

HOURS: _____

HOURS: _____

DATE: _____

DATE: _____

SIGNATURE: _____

SIGNATURE: _____

AREA OF SERVICE: _____

AREA OF SERVICE: _____

PLACE OF SERVICE: _____

PLACE OF SERVICE: _____

HOURS: _____

HOURS: _____

DATE: _____

DATE: _____

SIGNATURE: _____

SIGNATURE: _____

AREA OF SERVICE: _____

AREA OF SERVICE: _____

PLACE OF SERVICE: _____

PLACE OF SERVICE: _____

HOURS: _____

HOURS: _____

DATE: _____

DATE: _____

SIGNATURE: _____

SIGNATURE: _____

2015 GRADUATION DVD ORDER FORM

School Name: _____

Graduation DVD \$15.00 + \$ 2.00 shipping if mailed Picked up Mailed

Name: _____

Address: _____

City: _____ St: _____ Zip: _____

Phone: _____

PAYMENT METHOD:

Cash

Check Date: _____ Ck# _____

CC _____ Exp: _____ code: _____

Billing Address: _____ Zip: _____

TOTAL CHARGED: _____

Mail check or money order to:

Bethany Network
13915 Plank Road
Baker, LA 70714

Order by phone: Credit Card Information for DVD to be mailed or pick up at Bethany Network
225-771-1600