

5715 South 1300 East Office 385-646-5264

Murray, Utah 84121-1023 FAX 385-646-5266

TO THE PARENTS/GUARDIAN OF THE GRADUATE: May 2023

We are pleased to join Granite School District Board of Education in providing commencement exercises for this year’s graduates on **Friday, June 2, at 1:00 p.m.** If your student has met requirements and is prepared to graduate, the administration and faculty of Cottonwood High School applaud their achievement.

Commencement exercises are sponsored by the Granite School District Board of Education; graduates and their guests are expected to support the specific guidelines established:

* **ADMISSION IS BY TICKET ONLY.** Each graduate will be given **7** tickets**.** Students who are cleared for graduation may pick up their tickets starting **MAY 15th** during lunch in the counseling office. Students not cleared for graduation may pick up their tickets during lunch as they clear. Unclaimed tickets will be distributed on a first come first served basis on June 1st after graduation practice.
* **DRESS FOR THE GRADUATES SHOULD BE APPROPRIATE FOR THE OCCASION**. An instruction sheet for graduates is enclosed. Please review it with your student and encourage compliance with the guidelines.
* **GRADUATION IS A DIGNIFIED EVENT.** Everyone is encouraged to remain in their seat and refrain from cheers, whistles, cat calls, and other casual behavior not appropriate for this occasion. Air horns and other noisemakers are prohibited. Anyone using such devices will be escorted out of the auditorium. No balloons or signs are allowed in the auditorium.
* **WE HAVE RESERVED THE EXACT NUMBER OF SEATS FOR THE CLASS OF 2023** and request your cooperation in honoring the reserved section. Encroachment on this area would leave graduates standing in the aisles. Auditorium doors will open at 12:00 p.m. Seating is on a first come first serve basis; saved seats are not allowed.
* **WE REQUEST YOU NOT LEAVE YOUR SEAT TO TAKE PHOTOS OF YOUR GRADUATE**. Please take your photos before and after the ceremony. Lifetouch Photography will photograph each graduate. After graduation, proofs will be available for order online.
* **IT IS DIFFICULT FOR SMALL CHILDREN TO SIT QUIETLY THROUGH A 2 HOUR PROGRAM.** We encourage you to leave small children and babies at home. Toddlers and older require a ticket to enter.
* **WE WILL HOLD ONE MANDATORY PRACTICE THAT WILL BEGIN PROMPTLY AT 7:45 a.m. ON JUNE 1st IN THE AUDITORIUM.** Only students in attendance at the practice will participate in the actual exercises the next day. Roll will be taken.
* **GRADUATES SHOULD BE IN THE GYM AT 12:00 P.M. ON GRADUATION DAY, DRESSED AND READY.** Final instructions will be given at that time. The processional will begin promptly at 1:00 p.m.

Graduation candidates who elect not to follow instructions regarding conduct during commencement exercises will forfeit their privileges of walking down the ramp and receiving their diploma as their name is presented to the audience. Diplomas of those individuals will be held pending a hearing by the school administration.

We urge your support in our efforts to conduct what we consider a dignified approach to a very important event in the lives of our graduates.

Sincerely,

Michael Douglas

Principal