

JOHN A. FERGUSON SENIOR HIGH SCHOOL 2018 COMMENCEMENT EXERCISES

CAPS AND GOWNS

1. Damage to the caps and gowns will be your responsibility.
2. Remove the gown from the box and place it on a hanger. This should help eliminate any wrinkles.
3. **Do not** iron your gown unless it is absolutely necessary and **only with a cool iron.**
4. The caps should be worn with the tassel hanging in front of the **right** ear. DO NOT wear the cap at an angle.
5. The proper length of the gown should be **approximately eight inches above the floor when wearing shoes (between mid calf and the ankles).** You may baste the hem of the gown if it is too long.

DRESS

1. Boys should wear white shirts, dark trousers, dark ties, and dark shoes.
2. Girls should wear a white or pastel dress (dark colors or prints will show through the gown) with comfortable shoes. The dress should be shorter than the gown and heels should be a comfortable height. You will be standing for a long period of time.
3. **DO NOT BRING A PURSE, camera, or other items because there will not be any place to store these items.**
4. *Neither boys nor girls should carry anything but the “line of march card”; this will be issued with your cap and gown.*

GENERAL GRADUATION INFORMATION

1. Graduation will be held at the Watsco Center on Friday, June 1, 2018, at 3:00 p.m. Guest seating will begin at 2:00 p.m.
2. All graduates must be in the “Field House” NO LATER THAN 1:15 p.m. (see attached map).
3. Tickets are required for all guests. Family and guests should retain their ticket stubs throughout the evening.
4. Ferguson faculty members and Watsco Center employees will be able to assist with handicapped area seating.
5. The processional will begin promptly at 3:00 p.m. Guests must be seated **before** the processional begins. At the conclusion of the processional, the guests that arrive late will be admitted.
6. There will be no access to the floor. Standing to take pictures is not allowed as it is demeaning to the dignity of the ceremony, as well as obstructing the view of others. All graduates will be photographed by a professional photographer three times as they receive their diplomas. **GradImages® is the official photographer for Commencement. Your proofs will be available after the ceremony. To view your proofs online, please visit www.gradimages.com. Pictures may be ordered online, by phone, or by mail. If you have any questions please contact Customer Service at 800-261-2576 or via email at giservice@gradimages.net.**
7. Our graduation is also being videotaped and the graduation DVD’S will be available for purchase. This video will clearly show each senior receiving his or her diploma.
8. Our graduation is also being streamed live via the web at tv.dadeschools.net.
9. Due to new security measures, no large bags, backpacks, or strollers are allowed in the Watsco Center. Each guest will be subject to wand security checks.

ABSOLUTELY NO GUESTS OR FAMILY MEMBERS WILL BE ALLOWED ACCESS TO THE FIELD HOUSE (GRADUATE AREA) OF THE WATSCO CENTER.

TRANSPORTATION AND PARKING

1. Parking is available in one of two parking garages, the “Merrick Garage” and the “Pavia Garage.”
2. Arrive early and allow at least 30 minutes for parking, there is construction on and around the UM campus.
3. **Because of the number of other graduations at the same site, we cannot delay the start of our ceremonies beyond 3:00 p.m., and we would hate for anyone to miss any of this special occasion.**

GRADUATION STAGING PROCEDURES

1. All graduates must report to the FIELD HOUSE (on the north side of the Watsco Center) no later than **1:15 p.m.** with their cap and gown. **You should also have your “line of march” card.** *Do not bring anything else (no purses, phones, cameras, jackets, etc.) with you.*
2. Graduates should move directly to their assigned positions. There will be signs to help you find your way and faculty members will be present to assist you.
3. Once you find your staging area, check in with your assigned faculty member. **Please stay in your assigned area!!** This will help us make sure that everyone is ready to begin. It will be crowded, so we really need your cooperation.
4. If you have a problem with your cap or gown, a faculty member will come to assist you.
5. Two lines (Black and Silver) will be used for this year’s processional. The order for the processional is as follows: Principal, dignitaries and stage guests, faculty, then graduates by academy, led by their top ten percent (in alphabetical order); late additions will march last.

GRADUATION CEREMONY PROCEDURES

1. **The processional march will begin promptly at 3:00 p.m.** *If you are late you will lose your place in the processional.* Each of the lines of graduates will be led into the auditorium by the top ten percent in each academy; the 1st person alphabetically will be holding the academy banner.
2. As each line reaches their row, faculty ushers will turn and face his/her line. The usher will count the correct number of graduates into row one and step forward to the second row. This process will be repeated until all graduates have entered.
3. As graduates enter their row they will walk until they reach the very last chair in the row (*this does not include faculty chairs*), face the stage and **REMAIN STANDING.** PLEASE COOPERATE WITH YOUR USHERS!!
4. Following the processional, The Pledge to the Flag will be recited. **Boys will remove caps. All graduates remain standing** and The National Anthem will be performed. As the song concludes, **boys replace caps. ALL GRADUATES WILL BE CUED TO SIT.**
5. Our principal, Mr. Villalobos, will make a few brief remarks and introduce special guests, who may also speak briefly.
6. Senior student speakers will be introduced. Student speeches will be given.
7. The Roll Call of Seniors begins.
8. The first row of graduates will stand and proceed to the stage as instructed. Faculty members will be at the base of the stairs to assist you to the stage.
9. As graduates go up on stage, hand their name cards to the Grad Images Representative/Ferguson faculty member, cross the stage, take their diploma cover in their **left hand**, and shake hands with their **right hand.** They then proceed to shake hands with the other dignitaries on stage.
10. The graduates return to their seats by the opposite end of the row and remain standing. When the row is complete, **all will sit at the same time.**
11. The Principal, Mr. Villalobos, will then instruct all graduates to rise. Graduates are instructed to turn tassel from right to left and then he will officially present the graduating class of 2018.
12. Graduates **remain standing** and join the band and Ferguson singers in the singing of the Alma Mater.
13. The recessional music begins and graduates exit when cued by faculty ushers **toward the rear – LAST ROW FIRST. KEEP MOVING UNTIL ALL GRADUATES HAVE EXITED THE ARENA HEADING TOWARDS THE FIELD HOUSE.**

HOW TO RECEIVE YOUR DIPLOMA

1. Graduates will need to file out of the arena and head directly towards the FIELD HOUSE.
2. Take your gowns off for collection. Remember you get to keep your cords and medallions.
3. Diplomas will be distributed alphabetically, please listen to the faculty and the process will go smoothly.
4. In order to receive your diploma you will need to:
 - Deposit your gown and
 - Show your name written inside your cap.

**SEE BACK FOR:
MAP of
Watsco Center at University of Miami**