

*James M. Hill Memorial High*  
**PROSPECTIVE GRAD NEWSLETTER**  
**April 2013**

**TRANSCRIPTS/GRAD REQUIREMENTS**

Transcripts and grad requirement specifications have been issued to all prospective graduates. It is each graduate's responsibility to check the transcript for accuracy and that you have all required credits.

**GRADUATION LIST**

A list of 2013 potential graduates is posted in the main office. Please check the list to ensure your name is included, that your name is correct (full legal name as it appears on your birth certificate), and that your name is spelled properly. **Do this no later than April 15, 2013.** This information will be used as the official list for diploma purposes. Please place a check mark (✓) and initial next to your name if no corrections are required. Write corrections next to your name if updating is necessary and report changes to secretary. Department of Education requires the school to photocopy the student's Birth Certificate when corrections to names or date of birth are completed.

**GRAD FEES**

**Grad fees are \$80** and are to be paid at the main office no later than **Friday April 19, 2013.** The grad fee covers expenses for Graduation, Baccalaureate, and Baccalaureate Tea. These expenses include but are not limited to: grad gown rental, souvenir cap and tassel, diploma jacket, Piper and other graduation music, diploma photos and prize photos, sound technician, flowers, sweets and refreshments, grad programs, reserved seat tickets. Grad invitations will be sold at an additional cost.

**GRAD GOWNS**

By now, grads should have filled in the gown rentals form in the office. Record your height, as if you have shoes on. Return the submitted gown rental forms to **before** leaving the grad assembly.

Each graduate receives 4 reserved seat tickets when gown is picked up. These tickets allow family to have seats in the rink surface area.

**GRADUATION INVITATIONS**

Graduation invitations are sold separately to graduates at a cost of **50 cents each.** We are only pre-ordering invitations from the order list. **All orders must be placed and paid for by April 19, 2013.**

**STUDENT LOAN INFORMATION**

An information session on the NB Financial Assistance program will be held for students. Students will be notified of the date and time.

**POST SECONDARY APPLICATIONS, SCHOLARSHIPS, BURSARIES**

A list of scholarships and awards for 2013 will be distributed to all potential graduates by the Guidance Department. Please ensure admission applications for post secondary education and scholarship applications are prepared and sent well in advance of deadlines. Should you require letters of reference, please allow appropriate lead-time for teachers or administrators to complete them. **Requests for letters should be made at least 2 weeks in advance from the time the application or letter is to be sent out.** Please ensure that you present your teacher or administrator with your completed applications when requesting letter of reference. Please consult with the guidance regarding institution or scholarship deadlines.

**GRAD INFORMATION FORM**

Each Graduate is to complete a *Grad Information Form*. This form will indicate to us your plans after graduation and will be kept on file at the main office. This form is to contain your name, program applied for, institution applied to, activities participated in, volunteer work, and any other information that may assist staff in writing reference letters.

**GRAD CLOTHING/SOUVENIRS**

Mrs. McIntyre and a committee of students will coordinate the selection and ordering of grad clothing and souvenirs.

**PROM**

Mrs. Courtney and Mrs. Somers will coordinate the prom committee and prom decorating. Prom tickets will be sold separately and **will not** be included in the grad fee.

**SAFE GRAD**

Safe Grad activities will be held again this year and will be coordinated by Mrs. O'Neil Wood. Our PSSC will assist in this regard. The committee would appreciate the assistance of any parents who would be willing to assist in the planning of this year's Safe Grad Program. Any parents interested are asked to call the school and leave your

name with one of the secretaries or with Mrs. O'Neil Wood.

**ACADEMIC DILIGENCE AND ATTENDANCE**

All potential graduates are encouraged to pursue their studies diligently until and including the final day of classes on **June 7** and throughout their exam period. You are reminded that full attendance is expected and that mass "jig" days are not condoned.

**On-Line Courses**

Any potential grads doing on-line courses are to ensure that all work is completed and submitted on time. Delays in marks being reported to the school could jeopardize students' graduation status.

**IMPORTANT DATES**

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|-----------------|---------------------------------------------------------------------------------|
| <i>April 15</i> | <i>Verify name &amp; spelling on grad list at office for diploma</i>            |
| <i>Apr. 19</i>  | <i>Deadline for grad fee payment of \$80</i>                                    |
| <i>Apr. 19</i>  | <i>Deadline to order Grad Invitations 50¢ each</i>                              |
| <i>Jun. 7</i>   | <i>Last Day of classes (full day for <u>all</u> students)</i>                   |
| <i>Jun. 10</i>  | <i>Exams Begin</i>                                                              |
| <i>Jun. 14</i>  | <i>Exams End</i>                                                                |
| <i>Jun. 16</i>  | <i>Baccalaureate 2:00 PM @ St. Michael's Basilica - Reception 3:00 PM @ JMH</i> |
| <i>Jun. 18</i>  | <i>Grad List Posted @ Guidance Centre</i>                                       |
| <i>Jun. 18</i>  | <i>JMH Prom 2013 @ JMH 8:30 - 11:30 PM</i>                                      |
| <i>Jun. 20</i>  | <i>JMH Graduation 2013 - 7:30 pm @ Lord Beaverbrook Arena</i>                   |
| <i>Jun. 21</i>  | <i>Last day for Students Reports cards distributed</i>                          |