



# 2023 GRADUATION INFORMATION

# 2023 Graduation Information

Parents and Graduates of the Class of 2023,

We proudly congratulate you regarding such an exciting culmination of accomplishments. We look forward with joyful anticipation to the upcoming Providence Graduation Celebration honoring the Class of 2023!

## Distribution of caps & gowns

Caps, gowns, and tassels will be given out on Tuesday, April 18, during Activity. Honor stoles, thespian cords and medallions will be distributed by individual sponsors in the New Life sanctuary during graduation practice.

## Required rehearsal for graduates

**Friday, May 19 • 8:00 – 3:00 PM • New Life sanctuary • Attendance is required!!**

**(a student will not walk if not at practice)**

- All important guidelines and procedures will be covered and practiced during this comprehensive rehearsal.
- Caps and gowns will be required for rehearsal.
- Lunch is provided.
- Group cap and gown pictures will be taken first thing. Please wear formal shoes for the picture but bring comfortable walking shoes for the parade
- Please plan to stay the entire day
- The parade will begin at approximately at 9:00 AM. Parents are welcome to come to the parade and line up in the gym.

## Graduation ceremony

**Saturday, May 20, 2023 • 10 AM • New Life sanctuary**

- Please refer to the instruction page concerning the required appropriate attire for graduation.
- Gowns need to be wrinkle-free and on a hanger for graduation.
- ALL graduates must be present and accounted for in the Barfield Gym no later than 9:15 AM.
- There will be a “Sign-In Form” that all graduates will need to sign immediately upon arriving at the Barfield Gym.
- Only graduates will be allowed to enter the Barfield Gym. The appropriate senior sponsors will be stationed at the doors to allow only graduates to be admitted into the BarfieldGym.
- No tickets are required for admission. There is not a cap on the number of guests per graduate.
- Doors open at 9:00 AM.

## Return of graduation items after the ceremony:

- Some of the items included in your diploma packet are a copy of your transcript, report card, medical records, and the plastic sheet to cover your diploma once you place it in the diploma cover.
- Diploma packets will only be released once all holds have been cleared. This includes tuition, athletic uniforms, books and/or dining hall holds, etc. If you have money left over in your Sage Dining account, please contact Natalie Otwell at [notwell@prov.org](mailto:notwell@prov.org) for a refund.
- Once in college, if you decide to transfer, send an email to [transcripts@prov.org](mailto:transcripts@prov.org). In the email, include your name, year of graduation, and the name and address of the college to which we should send the transcript. Leah Wilkes will respond, letting you know when the transcript will be sent.

## Family & friends' ceremony information

- **Seating – Doors will open at 9:00 AM.** Please arrive between 9:00-and 9:40. Seating is first-come, first-served
- **Streaming** - The graduation ceremony will be streamed live from our Providence website. There will be a link on the front page of the website for the live stream. The ceremony will be available for download after graduation for free.
- **Photography** – Official photography is being done by Cady Studios. A professional proof of the graduate will be emailed directly to you from Cady Studios for purchase. Candid photos of the entire event will be available online in the photo gallery at [www.prov.org](http://www.prov.org) under the “MYPROV” tab for free.
- **Senior Prank** – Students engaging in pranks not approved by the administration causing damage to the school facility (vandalism) and/or to the reputation of Providence School may not be allowed to participate in graduation ceremonies. Diplomas will be mailed.

# Required Graduation attire

## Ladies attire:

- **Dress** - Semi-formal dress, semi-formal top and skirt, or pantsuit. No cleavage showing or plunging necklines. Dress/skirt must be no shorter than 4 inches above the knee.
- **Shoes** - Open toe and open heel shoes will be permitted. *{No flip-flops or anything that resembles flip-flops.} Keep in mind, you will be going up and down stairs*
- **Robe** – **Wrinkle-free and kept on a hanger** until arrival at the Barfield Gym before Graduation.
- **Honor Stoles** - National Honor Society will receive their stoles at Graduation Rehearsal.
- **Honor Cords** – National Honor Society Distinguished Scholars, Spanish, French, Thespians, Dance, Art, and Lifers will receive their cords at Graduation Rehearsal.
- **Medallion** - Worn by everyone. *{If wearing an honor stole: wear the medallion underneath the honor stole.}*
- **Tassel** - Should be attached securely to the “button” on top of the cap, and the tassel should be positioned with the “year emblem” facing outward and draped down the right side of the cap. (the graduate’s right)
- **Cap** - If the cap needs to be secured, it should be secured with basic, black bobby pins *{non-embellished}*. Please write your name on the inside of your cap. The top of the cap may not be embellished or decorated.

## Gentlemen attire:

- **Shirt and Tie** – Formal dress shirt with a formal tie.
  - **Pants** – Dark Colored dress pants
  - **Socks** - Dress socks
  - **Shoes** - Dress shoes
  - **Robe** - **Wrinkle-free and kept on a hanger** until arrival at the Barfield Gym before graduation.
  - **Honor Stoles** - National Honor Society will receive their stoles at Graduation Rehearsal.
  - **Honor Cords** - National Honor Society Distinguished Scholars, Spanish, French, Thespians, Dance, Art, and Lifers will receive their cords at Graduation Rehearsal
  - **Medallion** - Worn by everyone. *{If wearing an honor stole: wear the medallion underneath the honor stole.}*
  - **Tassel** - Should be attached securely to the “button” on top of the cap, and the tassel should be positioned with the “year emblem” facing outward and draped down the right side of the cap. (the graduate’s right)
- Cap** - If the cap needs to be secured, it should be secured with basic, black bobby pins *{non-embellished}*. Please write your name on the inside of your cap. The top of the cap may not be embellished or decorated
- **Overall Appearance** - Well-groomed overall appearance. **Gentlemen must be clean-shaven with well-groomed hair. Hair must meet school dress code guidelines. This will be checked at Graduation Rehearsal.**