

# Westminster High School

The Class of 2017



## Graduation Booklet

**NOTICE OF NON-DISCRIMINATION**

The Carroll County Public Schools (CCPS) does not discriminate on the basis of race, color, ancestry or national origin, religion, sex, disability, or age in its programs and activities. The CCPS provides nondiscriminatory access to school facilities in accordance with its policies and regulations regarding the community use of schools (including, but not limited to, the Boy Scouts). The following person has been designated to handle inquiries regarding the non-discrimination policies:

Gregory J. Bricca  
Director of Research and Accountability  
125 North Court Street  
Westminster, Maryland 21157  
410.751.3068

**ADA ACCESSIBILITY STATEMENT**

The Carroll County Public Schools (CCPS) does not discriminate on the basis of disability in employment or the provision of services, programs or activities. Persons needing auxiliary aids and services for communication should contact the Office of Community and Media Relations at 410-751-3020 or publicinfo@carrollk12.org, or write to Carroll County Public Schools, 125 North Court Street, Westminster, Maryland 21157. Persons who are deaf, hard of hearing, or have a speech disability, may use Relay or 7-1-1. Please contact the school system at least one (1) week in advance of the date the special accommodation is needed.

Information concerning the Americans with Disabilities Act is available from the Director of Facilities or the Supervisor of Community and Media Relations.

Raymond Prokop	Carey Gaddis
Director of Facilities	Supervisor of Community & Media Relations
125 North Court Street	125 North Court Street
Westminster, Maryland 21157	Westminster, Maryland 21157
(410) 751-3177	(410) 751-3020

**A.H.E.R.A.**

The Asbestos Hazard Emergency Response Act (A.H.E.R.A.) management plans for all buildings owned or leased by the Board of Education of Carroll County are available for review at the individual Carroll County school locations and at the Office of Plant Operations located at: 191 Schaeffer Avenue, Westminster, MD 21157. Management plans are required by the Environmental Protection Agency (EPA) and depict the location, amount, condition, and response action projected for any asbestos-containing materials, if any are located in the school building.

# WESTMINSTER High School

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1225 Washington Road  
Westminster, MD 21157  
410-751-3630  
410-751-3640 (fax)

Kenneth Goncz, Principal

March 20, 2017

Dear Members of the Class of 2017:

Congratulations on your upcoming graduation from Westminster High School. During the last four years, you have had a variety of experiences that have been designed to prepare you intellectually, socially, and personally for future success in college and in your careers. As you enter the homestretch of your high school career and prepare to participate in the planned senior activities, we ask for your cooperation in making these activities memorable and enjoyable experiences for everyone involved.

Please make sure that you are organized. Keep this booklet handy as a reference. It contains reminders, deadlines, dress code requirements, and other useful information for you and your parents. To avoid possible conflicts involving employment or other outside activities, give enough notice to your employers and outside coaches so they can plan around your graduation commitments.

Please conduct yourself in a manner that demonstrates an appreciation for the formality and significance of these final events of your senior year. Your observance of the rules will help ensure that you and your classmates will have a prom and commencement ceremony to look back upon with pride and happy memories. You have all worked very hard to get to this point in your high school careers, and you clearly deserve the best experiences that we can provide.

We would like to personally wish each of you the very best in all of your future endeavors. Your contributions to Westminster High School have made it a better place, and your success in post-secondary education, in the military and in the work force will be a reflection of your character as well as the quality education you received while you were with us. Best wishes for a productive and rewarding remainder of the school year.

Sincerely,

Jeffrey P. Hopkins  
Principal

Jane Clark  
Assistant Principal, Class of 2017

## **POLICIES AFFECTING SENIORS**

In order for seniors to be eligible to participate in graduation exercises, they must complete the Maryland State Graduation Requirements by the end of the fourth marking period of their senior year. Seniors who are required to attend summer school after the date of graduation to make-up or meet requirements will not be able to participate in graduation exercises until the following year. Check with your senior to be certain the requirements have been or are scheduled to be met and that course work is being completed satisfactorily.

### **Student Obligations**

All assigned detentions and outstanding financial obligations must be cleared before a senior is permitted to attend the senior prom, get graduation tickets, or receive a final report card, and before school records are approved for release to colleges or potential employers. Seniors who have any questions regarding obligations should check with the teacher, coach, media center personnel, or Ms. Smith, Financial Secretary (in the main office). Seniors who have not met all obligations and who have not completed academic responsibilities for graduation will not be permitted to attend and/or participate in rehearsals and/or the graduation ceremony. Diplomas for these seniors will be issued in the main office only when obligations have been met.

### **Service Learning Hours**

Student service learning hours must be submitted to Ms. Mongold no later than 2:30 p.m. on Monday, May 1, 2017, to be eligible to participate in commencement activities and to be considered for meritorious or exemplary service certificates. Students will not receive a diploma until all seventy-five (75) hours have been submitted and verified prior to the first rehearsal.

### **Yearbooks**

Yearbooks ordered by members of the graduating class will be distributed near the end of May at a date and time to be announced. The inclusion of a senior portrait in the senior section of the yearbook is the responsibility of the individual. If the senior's picture does not appear in the senior section, either the student did not have his/her picture taken on the scheduled date or on the make-up day, or the senior did not turn in the proof for processing. Yearbook supplements will be mailed to graduating seniors' homes in the fall.

### **Final Exams**

All seniors must take a final exam or have a culminating activity in each course. The exam will count as 10 percent of the final grade per CCPS grading policies. The exam schedule for seniors is as follows:

Tuesday, May 23	mods 1B, 3B only	Senior exams
Wednesday, May 24	mods 2A, 4A only	Senior exams
Thursday, May 25	mods 2/2B, 4/4B	Senior exams
Friday, May 26	mods 1/1A, 3/3A	Senior exams Seniors' ice cream social <i>Seniors' last school day!</i>
Tuesday, May 30		Senior exam make-up day

### **Graduation Rehearsals, Senior Community Awards, and Farewell Assembly**

To ensure a smooth graduation on graduation day, Tuesday, June 6, 2017, all seniors participating in graduation are required to attend all rehearsals. It is also mandatory that seniors attend the Senior Community Awards and the Farewell Assembly. Seniors on work release are also required to be present at rehearsals, the Senior Community Awards, and the Farewell Assembly. Inform your employers of these obligations early to avoid unnecessary conflicts. Failure to attend any of the mandatory events will lead to non-participation in the June 6<sup>th</sup> graduation ceremony.

### **Saturday, May 13**

The Senior Prom will be held at the Baltimore Marriott Waterfront Hotel from 7:30-11:00 p.m. The After-Prom Party, hosted by the 2017 Parent Boosters, will be held at the Four Seasons Sports Complex from 11:00 p.m. – 6:00 a.m. You do not have to attend the dance to attend the after-prom party.

### **Saturday, May 20**

The Senior Dinner Cruise will be hosted aboard Spirit Cruises at the Baltimore Inner Harbor. Transportation to and from the Inner Harbor will be provided by charter bus, sponsored by the Parent Boosters. Students are required to ride the bus to and from the cruise. Buses will pick up and drop off students at WHS. More details on specific bus pick up and drop off times will be available closer to the event. The cruise is from 7:00-10:00 p.m. Shoes are required at all times while aboard the cruise so students should wear comfortable shoes or bring additional shoes to change into, if necessary.

### **Wednesday, May 31**

Seniors will report directly to the WHS auditorium at 8:00 a.m. for their first rehearsal. Attendance is mandatory. Full commencement attire including cap and gown, proper dress, and proper footwear must be worn. Seniors are required to remain in the area of the auditorium or gymnasium until all rehearsal needs have been met. The senior panoramic will be taken immediately following rehearsal. Only students in full cap and gown will be photographed.

### **Thursday, June 1**

Seniors will report directly to the WHS gymnasium at 8:00 a.m. for rehearsal. Attendance is mandatory. The senior picnic will begin at the conclusion of the rehearsal at approximately 11:00 a.m.

### **Friday, June 2**

Seniors will report to the WHS gymnasium by 7:30 a.m. for the Senior Farewell Assembly. The farewell assembly will begin at 8:00 a.m. Attendance is mandatory. Graduates are required to be in full commencement attire. Parents may attend the Farewell Assembly.

Graduation tickets will be distributed at the conclusion of the assembly. Student obligations must be cleared before students will receive tickets; see page 4 for details.

## **Monday, June 5**

Seniors will report to the WHS gymnasium by 6:30 p.m. for the Senior Community Awards Ceremony. The ceremony begins at 7:00 p.m. Attendance is mandatory. Graduates are required to be in full commencement attire. Parents may attend the Community Awards Ceremony.

## **Tuesday, June 6**

Seniors will report to Baker Chapel at McDaniel College at 10:30 a.m. for graduation rehearsal. Attendance is mandatory. Full attire is not required if senior dress has been approved already. It is recommended that seniors wear their graduation shoes in order to practice navigating the steps and stage, however.

Students should report back to Baker Chapel at McDaniel College at 6:15 p.m. for graduation. Graduation begins at 7:00 p.m. in Gill Center at McDaniel College.

Rules of conduct, processional and recessional order, seating, and school policies regarding seniors and graduation will be explained at rehearsals. Senior questions will also be answered during the rehearsal sessions.

## **Requests for Extra Tickets for Graduation**

Each senior will receive six (6) tickets to the graduation ceremony. Not all seniors will need six tickets. If seniors require additional tickets, they should first ask other seniors if they will need all of their tickets. If seniors are unable to borrow enough tickets from classmates, they should submit a request for additional tickets (see the end of this packet) to Ms. Stevens, Senior Advisor (Room A203), no later than May 5, 2017. Due to limited seating, however, all requests may not be met. Requests that *cannot* be honored will be notified by May 19. Otherwise, all requests will be honored.

## **Seating at McDaniel College**

Seating for graduation at McDaniel College is on a first-come, first-served basis. No seats may be reserved. Doors to Gill Center will open at **6:00 p.m.** for guests holding a ticket for admission. Attendees with Special Needs tickets or Hearing Impaired tickets will be able to enter Gill Center from the entrance doors closest to the restrooms. Only state-issued handicapped parking tags will be honored in the handicapped parking lot. Please ask that your friends and family members attending the graduation ceremony be physically in their seats by 6:45 p.m. to avoid interference with the faculty and student processional into the ceremony. **All doors to Gill Center will be locked at 6:50 to allow the graduates to process. Doors will re-open once the processional is finished. No one will be admitted entry or re-entry during the processional – this includes guests who may have left their seats for a bathroom break.**

## **Procedure for Walking Across Stage and Receiving Diploma**

Step forward to receive your diploma cover when your name is announced. Extend your left hand to receive the diploma cover, and then shake hands with the Board of Education presenter with your right hand. Graduates will receive a blank diploma cover when crossing the stage. The actual diplomas are distributed immediately following commencement in Old Gill. We recommend that students designate a meeting place to reunite with family after receiving their diploma envelope. Students who have outstanding obligations will need to pick up their diplomas in the WHS Main Office on Wednesday June 7, 2017, at 9:00 AM.

## **Caps and Gowns**

Caps and gowns will be distributed at a house meeting Monday, May 1. All seniors must order a cap and gown in order to participate in the graduation ceremony. Seniors who have not ordered a cap and gown should do so as soon as possible. The cost of the cap and gown increases as the date of graduation approaches. Visit [www.balfour.com](http://www.balfour.com) to order your cap and gown.

Graduating seniors at Westminster High School traditionally wear their caps, gowns, appropriate dress attire, and dress shoes at the Senior Community Awards, Farewell Assembly, and Graduation.

***Seniors should put their names in their caps prior to the first rehearsal.***

Since these activities are voluntary for the graduate, and because we respect our graduates, their families, and invited guests, seniors inappropriately dressed will be removed from the lineup prior to these events and will not be allowed to participate in a formal capacity.

## **Appropriate Dress to Wear under Caps and Gowns**

Students must wear the following:

- white buttoned-down dress shirt or white/light blouse
- dark tie (no bow ties) with buttoned-down dress shirts
- black dress slacks (no tan or khaki-colored trousers)
- black dress shoes, boots, or sandals (no dressy flip-flops are permitted)
- dark socks with shoes/boots

OR

- an appropriate, non-patterned dress or skirt/blouse combination
- black dress shoes or sandals (no dressy flip-flops are permitted)

Also:

- Jewelry is permissible as long as it is not worn on the gown itself.
- Service awards and honor pins may be worn.

\*Rather than spend a significant amount of money on the appropriate graduation attire, please consider other means to find the items you may need. Older relatives, friends, and neighbors are good sources for some of these items, especially dress shoes.

**The gown cannot be ironed because it will melt.** It should, however, be removed from the bag and allowed to hang loosely for at least one week prior to the first rehearsal.

The cap should be placed upon the head with the longer point of the crown to the back. The shorter point should be centered on the forehead down far enough so that the top is level and parallel to the floor. The tassel is draped over the left temple. Tassels should not be pinned or sewn but should be permitted to hang naturally.

The changing of the tassel from the left to the right side is an action practiced in many schools. It is intended to give the graduate a feeling of personal significance and to mark graduation. The changing of the tassel will be led by the president of the class after all participating seniors have received their diploma covers.

## **Distribution of Diplomas**

The distribution of diplomas will conform to the procedure used in all Carroll County high schools. Blank diploma covers will be presented to the graduates at the ceremony. Actual diplomas will be distributed immediately following the graduation ceremony to all seniors who have met all of their obligations. Students who have outstanding obligations will need to pick up their diplomas at WHS in the Main Office on Wednesday June 7, 2017, at 9:00 AM.

## **Graduation Photos**

Photographers from the school's photography vendor, Victor O'Neill Studios, will be capturing candid photos and graduation portraits during graduation. Any student photographed during the commencement ceremony will be uploaded to an online photo gallery for viewing and purchasing. Go to [vosphoto.com/grad/Westminster](http://vosphoto.com/grad/Westminster), enter your email address, and scroll for the graduate. Don't forget to choose 'categories' to view all the photos from the ceremony. Photos will be available within three business days. If you have any questions, please contact the staff at Victor O'Neill Studios (703) 532-0013.

## **Announcements and Name Cards**

Announcements and cards will be distributed in March to those who ordered. Receipt of a graduation announcement **does not** ensure a ticket to the graduation ceremony at McDaniel College. Admission to the graduation ceremony is *by ticket only*. Each person you intend to invite to graduation must be given an admission ticket; announcements are *not* tickets.

Obtaining name cards and announcements is the responsibility of the individual senior. The etiquette observed when sending announcements is as follows:

1. Announcements are provided with an inner, ungummed envelope and an outer envelope, or with one envelope only. Either is socially acceptable.
2. You should address the envelope yourself using a pen with blue or black ink.
3. The outer envelope should carry the full mailing address. Do not abbreviate "Street" or "Road" or the state.
4. The inner envelope should carry names only in the form you would use in conversation: Mr. and Ms. Smith, or Helen and Tom, or Aunt Margaret.
5. If children are included, list them by name on the inner envelope, but not on the outer envelope (unless only one envelope is used).
6. If the announcement does not have a personal cardholder, insert your card in the announcement with its back to the announcement.
7. Insert the announcement in the inner envelope with the folded edge at the bottom and the front facing the flap. Do not tuck in the flap.
8. Insert the inner envelope in the outer with the flap of the inner envelope facing the address side of the outer envelope.
9. Seal the outer envelope neatly and send it by first class mail.
10. Announcements should be mailed to arrive at their destination approximately two weeks prior to the date of commencement.



### **Thank You Notes**

Good manners and accepted social practice dictate that you thank someone for a graduation gift, for a favor, or for some courtesy extended to you.

Never fail to acknowledge a gift. A prompt acknowledgment lets the sender know that the gift has arrived. Whenever possible, be specific in one way or another. If you merely say, "Thanks for the gift," the sender may think that you've forgotten what it was that was sent you or that you have no use for the gift. Tell how you are using the gift or how you plan to use it. Try to make a favorable comment about the gift or quote something complimentary that someone has said about it. If the present is a sum of money, tell what you plan to do with it. A thank you note should be enthusiastic and sincere, but never "gushy." If you are especially pleased, say so, but don't pretend.

Your thank you note should be handwritten.

### **Unanswered Questions**

If you have any questions or concerns regarding graduation activities, please call or e-mail Ms. Doolan, graduation coordinator, at 410-751-3630 or [ldoola@carrollk12.org](mailto:ldoola@carrollk12.org).

## **Request for Additional Tickets**

Each senior will receive six (6) tickets to the graduation ceremony. Not all seniors will need six tickets. If you should require additional tickets, first ask other seniors if they need all of their tickets and use their extras to meet your needs. Seniors and their parents who have a good reason for extra tickets (and cannot get enough by asking around for extras) should complete this request for additional tickets and submit it to Ms. Stevens, Senior Advisor (Room A203), on or before May 5, 2017. Due to limited seating, however, all requests may not be met. All requests that *cannot* be honored will be notified by May 19, 2017. Otherwise, all requests will be honored.

Due to the restrictions placed upon McDaniel College by the Maryland State Fire Marshal, **we may not be able to honor extra ticket requests that are received after the request deadline of May 5, 2017.**

Student's Name: \_\_\_\_\_ Advisory Teacher: \_\_\_\_\_

Number of additional tickets requested: \_\_\_\_\_

Did you attempt to ask other seniors for their extra tickets first? \_\_\_\_\_

Reason additional tickets are required (Please limit your explanation to 2-3 sentences):

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Due to limited seating, all requests may not be met.

**You will be notified by May 19 *only* if we are not able to accommodate your requests.**

### Special Needs Seating

There is a "Special Needs Seating" area reserved for family members who may be wheelchair bound or who are having mobility issues. Should you have a family member who needs this special seating, please complete this information form and return it to Ms. Stevens, Senior Advisor (Room A203), on or before **May 5, 2017**.

Due to the restrictions placed upon McDaniel College by the Maryland State Fire Marshal, we may not be able to honor requests for special needs seating that are received after the May 5, 2017 deadline.

**Please note:** Only one additional family member is permitted to sit with the family member with special needs. **Each person seated in this section must present a ticket for admission to the graduation ceremony. These tickets will be issued to the graduate in place of regular graduation tickets, not in addition to them.**

Student's Name: \_\_\_\_\_ Advisory Teacher: \_\_\_\_\_

Number of special needs seats requested: \_\_\_\_\_

Do you wish to have **1 (one)\*** additional family member sit in this area? \_\_\_\_\_

\*Your regular admission ticket total will be reduced by these Wheelchair- Accessible Tickets. Graduates will still receive only six total tickets, *including these*.

You will be notified by May 19 *only* if we are **not** able to accommodate your requests.

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### Hearing Impaired and Deaf Guests

Should you have a family member who needs interpretive services, please complete this form and return it to Ms. Stevens, Senior Advisor (Room A203), on or before May 5, 2017.

**Please note:** Only one additional family member is permitted to sit with the family member who needs interpretive services. **Each person seated in this section must present a ticket for admission to the graduation ceremony. These tickets will be issued to the graduate in place of regular graduation tickets, not in addition to them.**

Student's Name: \_\_\_\_\_ Advisory Teacher: \_\_\_\_\_

Number of interpretive service seats requested: \_\_\_\_\_

Do you wish to have **1 (one)\*** additional family member sit in this area? \_\_\_\_\_

\*Your regular admission ticket total will be reduced by these Hearing Impaired Tickets. Graduates will still receive only six total tickets, *including these*.

You will be notified by May 19 *only* if we are **not** able to accommodate your requests.

**Westminster High School Commencement Application**

DUE ON OR BEFORE Friday, March 31, 2017 to Ms. Hall in the Main Office

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_ M.I.: \_\_\_\_\_

Please check one item only:

- 1. \_\_\_\_\_ I plan to participate in the Commencement Ceremony.
- 2. \_\_\_\_\_ I do not plan on participating in the Commencement Ceremony. I will pick-up my diploma at WHS on Wednesday, June 7, at 9:00 AM.

**If you checked #1 – please read the following, sign below and return the application by March 31, 2017.  
If you checked #2 – please sign below and return the application by March 31, 2017.**

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**- Read carefully the following information and requirements -**

**The parent/guardian and student signed below agree that:**

- 1. The student shall attend all of the following scheduled events:
  - Commencement Rehearsal - WHS Gymnasium 8:00 AM, Wednesday, May 31
    - o Students must wear Commencement Attire and Caps and Gowns
  - Commencement Rehearsal - WHS Gymnasium 8:00 AM, Thursday June 1
  - WHS Senior Farewell Assembly – WHS Auditorium 7:30 AM, Friday, June 2
    - o Students must wear Commencement Attire and Caps and Gowns
  - WHS Community Awards Ceremony – WHS Auditorium 6:30 PM, Monday, June 5
    - o Students must wear Commencement Attire and Caps and Gowns
  - Commencement Rehearsal – Baker Chapel, McDaniel College, 10:30 AM, Tuesday, June 6
    - o Students will only need Commencement Shoes
  - Commencement - Gill Center, McDaniel College, 7:00 PM, Tuesday, June 6
    - o Report to Big Baker Chapel at McDaniel College by 6:15 PM – SHARP!!!!
- 2. The student will arrive on time for each event. During each event, attendance will be taken at the beginning. Following attendance check-in, those students who are not present either because they are tardy or absent may lose their privilege to graduate on stage at McDaniel College. These students may pick up their diploma at WHS on Wednesday, June 7 at 9:00 AM.
- 3. Proper attire is required for the Farewell Assembly, Community Awards ceremony and commencement: Refer to Graduation Booklet for details.
- 4. Students will be responsible for providing their own transportation to McDaniel College for both the rehearsal and commencement ceremony. Students are also responsible for providing their own transportation at the conclusion of all rehearsals at WHS.
- 6. All financial and detention obligations must be paid or met on or prior to **Tuesday, June 6, 2017**. Graduates will receive a blank diploma cover when crossing the stage. The actual diplomas are distributed immediately following commencement in Old Gill. Students who have outstanding obligations will need to pick up their diplomas at the WHS Main Office on Wednesday, June 7 at 9:00 AM.
- 7. Proper behavior is required at all times. Students must remain in the assigned rehearsal areas at all times. Improper behavior will result in immediate dismissal from commencement.

By signing below both the student and the parent/guardian agree to the above conditions and the information on the reverse side of this page.

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent: \_\_\_\_\_ Date: \_\_\_\_\_

- See the reverse side for more information -

## **TICKET INFORMATION:**

Due to the restrictions placed upon McDaniel College by the Maryland State Fire Marshal, WHS will only be able to provide 6 commencement tickets per commencement participating graduating senior. Each student and family who may need extra tickets may contact other graduating seniors and/or families who may not need all six of their tickets. Requests for extra tickets will be considered. Please refer to the instructions in this booklet for requesting extra tickets. We may not be able to honor extra ticket requests that are received after the request deadline of May 5, 2017.

## **STUDENT DISMISSAL AFTER REHEARSALS:**

Students will be dismissed at the conclusion of commencement rehearsals and the Senior Farewell Assembly. Actual dismissal times will vary but usually occur prior to noon. Seniors are not permitted to be on school grounds after dismissal. Students must provide their own transportation at the conclusion of the rehearsals and assemblies.

## **COMMENCEMENT INFORMATION:**

Seating for graduation will be on a first-come, first-served basis. No seats may be reserved. Doors to Gill Center open at 6:00 PM. All families and guests should be seated by 6:45 PM so that the ceremony may begin promptly at 7:00 PM.

The main lobby will be closed and locked for BOTH the Processional and Recessional. We anticipate locking the doors at approximately 6:50 PM and then again ten (10) minutes prior to the conclusion of the ceremony. During these lockdown periods – no family members or guests may be present in the lobby. The lobby will be reopened following the processional and recessional. Audience members will not be allowed entry during lockdown periods. We encourage any audience members to be physically seated in their seats no later than 6:45 PM to avoid missing the procession of graduates. Family members and guests who will need to exit the complex will do so by the exterior exit doors and not do so by the main lobby during the lockdown periods.

## **ANNOUNCEMENT OF NAMES:**

Every parent, guardian, family member, and guest wants to hear his or her graduating senior's name announced during the ceremony. Unlike a recreational or sporting event, where yelling and shouting are encouraged and permitted, the commencement ceremony should have an aspect of regality and formality. In order to permit each family to hear their senior's name called, we are asking that during the reading of names all applause and other celebratory sounds are held until the end. Also by doing so, the length of the ceremony will be shortened.

## **RULES OF CONDUCT:**

Rules of conduct, professional and recessional order, seating, and school policies will be enforced at all times. Any student who violates any of these conditions will forfeit their privilege of obtaining their diploma during the ceremony.

## **SPECIAL SEATING:**

There will be a reserved area for physically handicapped and hearing-impaired guests. This section will require a reserve seating ticket. Forms to order special seating tickets are located in the Graduation Booklet. We may not be able to honor special seating ticket requests that are received after the request deadline of May 5, 2017.