

# COMMENCEMENT DAY INFORMATION FOR GRADUATES AND FAMILIES

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## GENERAL INFORMATION FOR FAMILIES

**When: Sunday, May 22 at 6:30 pm**

Doors open to the general public at 5:30 pm (main floor access closes at 6:20 pm)

Please note that the Maine East graduation is before ours, so the parking lot may still be emptying out when you arrive. Graduates MUST be in their line-up locations in their cap/gown NO LATER THAN 5:45 pm.

Interior theater doors close at 6:20 pm to begin ceremony / late guests will be directed to the balcony.

Commencement ceremony runs from 6:30 p.m. to approximately 8:30 p.m.

**Where: Rosemont Theatre**

5400 N. River Road  
Rosemont, IL 60018

Directions from Park Ridge: go south on River Rd to Technology Blvd. Turn right on Technology Blvd and another right into the theatre parking lot. Students will enter BACK doors (behind the theatre) as marked below. **Family members MUST enter doors in FRONT of theatre only.**

Access the **Senior Events** link on Maine South website for specifics on parking, guest tickets, photographs, etc. Please make every effort to carpool as parking close to the theatre will be limited to about 500 spaces. Additional parking is available in the Convention Center parking garage but at a cost of approximately \$15.

## GRADUATE INFORMATION

**Where and when do I report?**

Three exterior doors will be marked with counselors' names. Enter through the door marked with your counselor's name (see chart on next page for entrance locations by counselor)

**You must be with your counselor group by 5:45 pm in order to march!**

**Remember to allow PLENTY of time to drive, park and get to your counselor location.**

**Leave purses and other valuables in your car or with your parents as there is no place to store them at the theatre.**

## STUDENT ENTRANCE LOCATIONS BY COUNSELOR

Counselor	Entrance
Villalobos, Maksymiu, Spillman, Spiegel	Stage Door
Sanchez, Wood	Loading Dock Door
Milano, Tortorelli, Conlon	South Lobby Door

### What do I wear?

All students must wear their caps and gowns with tassels to **right** side of cap. Your picture will be taken by a professional photographer so dress up, please. Students should consider dress shirts, ties, dress pants, dresses, skirts, and dress shoes (stage steps are steep so wear lower heels). Students who are dressed inappropriately will not be allowed to march. NO decorating of caps, NO flowers or corsages / NO flip flops, jeans, or gym shoes.

### Directions for Commencement Line Up

Once you have entered the building using the entrance detailed on the chart above, follow the signs marked with your counselor's name to your designated area.

***Assemble in your designated area by 5:45 pm*** (see the chart below for details).

Counselor	Designated Area
Maksymiu, Spiegel	North Lobby
Villalobos, Spillman	Basement
Sanchez, Wood	Loading Dock
Tortorelli, Conlon	Main floor of Arts Club and balcony
Milano	South Lobby

## Processional

Seniors will march in alpha order by counselor to the stage. Follow instructions of the Honor Guard.

Marching in on the NORTH side of the theater will be seniors in counselor order: Spiegel, Maksymiu, Spillman, Villalobos.

Marching in on the SOUTH side of the theater will be seniors in counselor order: Milano, Tortorelli, Conlon, Sanchez, Wood.

As you file into your directed row, please look for your name on your seat. Throughout the remainder of the ceremony, instructions will be given from the speakers' platform regarding when to sit or stand. Gentlemen, please remove your caps during the National Anthem.

Diploma (covers) will be awarded in counselor order. Each senior will remain with an Honor Guard at the side of the stage until the student's name is called. At that time, the student will walk across the stage to receive the diploma cover. The diploma cover should be accepted in the left hand so the right hand is free to shake hands with the person who presents the diploma. As you walk off the stage to return to your seats, tassels should be switched to the left side of the cap. A photographer will be onstage to take pictures.

***Commencement is a dignified ceremony at Maine South. Students causing disturbances will not receive diplomas but will appear on Monday before the school's Executive Committee to account for their actions.***

## Recessional

Recessional will begin shortly after the last graduate crosses the stage. The principal will congratulate the class, the music will start, and the recessional will begin immediately. Do NOT stop to talk or pick up caps/tassels. You will follow the graduate in front of you out of the theatre in the direction that you processed in and back to your original line-up location where your counselor will be standing to distribute diplomas. ***Don't forget to pick up your diploma!!*** There will be plenty of time for pictures with family and friends AFTER you have your diploma. If you do not pick up your diploma, you must report to the main office on Monday to pick it up in person – diplomas cannot be mailed home.

***Participation in the graduation ceremony is restricted to those students who have successfully completed graduation requirements. If a student elects not to participate in Commencement, a note from a parent will be required; please contact your counselor immediately if you are NOT participating.***