



HERI Graduation Ceremony Checklist

This checklist also at <https://herijax.com/grad/>

More grad details can be found at <https://herijax.com/graduation>

PLEASE NOTE: The deadline to turn in required items #2-5 on checklist below is based on your registration date.

Regular Registration (until 12/31) – required items deadline is February 15

Late Registration (01/01-01/31) – required items deadline is February 15

Final Registration (02/01-03/01) – required items deadline is March 10

If required items deadlines are not met, additional fee of \$25 may be charged. Thank you for your participation and promptness.

#1 Register for Graduation Ceremony on <https://herijax.com/graduation> (Extra fees apply after 12/31)

#2. Submit Graduate Introduction through online form <https://herijax.com/graduation-introduction-form/>

#3 Submit Graduate's Life Verse for Memorabilia Booklet through online form <https://herijax.com/life-verse-form/>

#4 Email* 5 color Photos for ceremony slideshow

#5 Email* (separately from # 4) Black and White Photo for Memorabilia Booklet

#6 Parents of Graduate Keep Alert for Email Updates (emails regarding volunteer details, meetings, cap & gown distribution, etc.)

#7 Pick Up Cap and Gown (exact date and time will be emailed; sometime in April)

#8 Graduation Day: Graduate Arrives by *see scheduled time online for rehearsal and stays through end of graduation ceremony. (Doors open for guests see website)

*Email: HeriJax@yahoo.com and CC HERIgraduation@gmail.com

Looking Forward to a Wonderful Graduation Ceremony!!