



Dear Class of 2015 Graduating Seniors:

June 5, 2015

Your commencement ceremony will be held on Monday, June 8th at 5:30 p.m. Please review the following important information today so you can plan ahead for a successful and memorable event:

1. **Arrive by no later than 4:30 p.m.** Orchestra Hall is located at 3711 Woodward Avenue, between Mack and Warren. Think ahead about factors that might cause you to be late, such as construction, and make plans to address them so you can arrive by 4:30 p.m. Also plan ahead by having something to eat before you arrive.
2. **The ceremony starts at 5:30 p.m. sharp.** All families/guests must be seated prior to that time. Doors open at 4:30 p.m. Please ask your families/guests to enter through the Orchestra Hall doors.
3. Parking is \$7 per car, cash only. The Orchestra Place Parking Deck is located adjacent to the Max, with access from Parsons Street between Woodward and Cass. For improved traffic flow into the Orchestra Place Parking Deck for all, please enter Parsons from Cass Avenue. Allow enough time for parking and walking.
4. You enter through The Box Office doors on Woodward Ave. and head in to The Music Box, which will be ahead and to the right.
5. We want this to be a classy event. For that reason:
 - Your gown should be free of wrinkles. We suggest you put on your gown when you get out of the car.
 - You may artfully decorate the graduation cap cover you received. However, please refrain from profane or inappropriate slogans/symbols, 3-dimensional objects atop that obstruct others' view, and dangling objects other than your graduation tassel. Cap covers that are not decorated appropriately will be removed prior to the start of commencement.
 - Advise your family and guests that balloons, air horns, signs or other types of "spirit" items are not permitted.
 - Leave your cell phone with your family. You will not be able to carry it on stage. Do not chew gum.
 - You will need to walk up and down flights of stairs so make smart shoe choices. Flip-flops and athletic shoes are not permitted.
6. Once you are in The Music Box, you must line up in proper name order or your slideshow will be off. Know who is supposed to be on each side of you. If that person does not arrive, tell a staff member and leave a space where that person would sit.
7. Although you see it in the movies, do not throw your cap in the air in celebration.
8. As you're led out of Orchestra Hall at the end of the ceremony you will get your official diploma. You will meet your guests in The Music Box lobby. Every effort has been made to ensure the correct spelling of your name on your diploma; in the event there is a misspelling, please email commencement@hfasc.org with the correct spelling.

We look forward to seeing you cross the stage on Monday, June 8th! You have all worked very hard to get to this day -- the day you graduate from high school and take the next steps in your life. We are excited to celebrate this special day with you.

Dr. Curtis L. Lewis
Principal