IMPORTANT INFORMATION
FOR
2019 GRADUATES

Graduation materials will be distributed on Wednesday, Oct. 17th during TCB.

❖ MANDATORY ALL seniors purchase a cap & gown ($26.00) if the student wishes to participate in the ceremony. Students WILL NOT be allowed to use caps & gowns from previous years.

Balfour will be at Northwest on:
   Tuesday, Oct. 31 7 AM-1 PM
   Wednesday, Oct. 31 11 AM-3 PM
   Thursday, Nov. 1 Seminar-1:00 PM

✓ Balfour is the only vendor that carries the official Northwest announcements.
✓ Payments can be made online at www.balfour.com or in person on the dates listed above.
✓ Cash, cards, or checks are acceptable. Make checks payable to Balfour.
✓ Deadline for orders is Friday, December 7, 2018.

If you have any questions regarding the class of 2019 announcements and accessories, or need to obtain a special late order form, please contact the Balfour representative, Mr. Derek Beck, at (913) 549-3076 or www.balfour.com.

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Diploma:
Your diploma will be printed with the name you have on record with the school district. This is the name that appears on your progress reports, grade cards, and your transcript.

Any official changes to the name on your diploma must be requested in writing to Ms. Alvey, the counselor’s secretary by February 2019.

IMPORTANT DATES FOR THE CLASS OF 2019
(Please record these events on your calendar)
(See back)
**Tuesday, October 30th:** Before school, and during lunch, 7:00 a.m. to 1:00 p.m.

- Orders for graduation announcements and cap & gown will be taken in the Northwest Mall.
- Payment required at time of purchase.

**Wednesday, October 31st:** During lunch and after school, 11:00 a.m. to 3:00 p.m.

- Orders for graduation announcements and cap & gown will be taken in the Northwest Mall.
- Payment required at time of purchase.

**Thursday, November 1:** During seminar.

- Orders for graduation announcements and cap & gown will be taken in the Northwest Mall.
- Payment required at time of purchase

**Friday, December 7, 2018**

- Order deadline for graduation announcements and cap & gown

**Thursday March 28, 2019:** 9:10 a.m. to 1:00 p.m.

- Announcements distributed in the Northwest Mall to those who ordered on October 31 - November 3, 2018.
- Extra announcements may be purchased on a first come basis while supply lasts.

**April 2019: Graduation speaker tryouts**

- Tryouts for graduation speakers will be in the Choir Room (Room 40).
- Sign up in Mr. Stubenrauch’s or Ms. Schaufler’s room.
- ALL speeches must be no longer than 3 min.

**April 2019: National Anthem tryouts**

- Tryouts to perform the National Anthem for graduation ceremony will be in room 40.
- Sign up in Mr. Stubenrauch’s or Ms. Schaufler’s room.

**Friday, May 10, 2019:** MANDATORY Graduation rehearsal

- Cap and gowns will be distributed
- Tickets will be distributed in case the ceremony is moved inside.
- Computer check-in (check-in early to beat the lines)
- Yearbook distribution (if ordered)
- Fee payment (pay early to beat the lines)

**Thursday, May 16, 2019:** 7:00 p.m.

- Commencement ceremony will be at Shawnee Mission North District Stadium.
- **NO LIMIT** on the number of guests if ceremony is held outside.
- District office will call it by 3:00 pm.
- Limited guests and tickets will be used, if held inside.