



# Joliet West High School – District 204

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April 20, 2021

Joliet, IL 60435

Dear Student,

Based on the Phase 4 expanded guidelines published on March 9, 2021, we are adjusting our in-person graduation plan. The in-person ceremonies will be conducted over two days (May 22 and 23) in the Joliet West Field House in groups of 125 students. Each student will receive four tickets for family/guests to attend.

During these ceremonies, students will receive their diploma cover. **Only students who meet all JTHS graduation requirements will officially graduate and be mailed a diploma.** Please contact your students' school counselor if you have questions about their graduation status.

Time	May 22, 2021 (Saturday)	May 23, 2021 (Sunday)
11:00 a.m. – 12:00 p.m.	Session 1	
12:30 p.m. – 1:30 p.m.	Session 2	Session 4
2:00 p.m. – 3:00 p.m.	Session 3	Session 5

## 2021 Timeline/Due Dates

✓ **Indicates completed**

### (March 15) Cap & Gown Orders Due

✓ All caps and gowns must be pre-ordered and paid for through Jostens. If you did not already order and pay for your graduation items, please do so at [jostens.com](http://jostens.com). If you have any questions regarding caps/gowns, please call **Jostens at 630-963-3500**. We are unable to collect money or distribute items unless they were pre-ordered and paid in full.

### (April 1) Graduate Picture Submission

✓ Graduates submit a picture for the virtual graduation ceremony.

### (April 30) Graduates Select Time for In-Person Graduation

Students will receive a link allowing them to select their in-person graduation session. Students will need to use their JT email account to [sign-up for a time](#). The link will be active on April 30,

2021 from 7:00 a.m. to May 6, 2021 at 3:00 p.m. **Please note, Health Excluded students are not permitted to participate.**

### **(May 14) Student Obligations**

All obligations due must be paid [online](#) prior to picking up your cap and gown. Credit and debit cards are accepted for your convenience. Any questions regarding obligations/fees due please call the *Textbook Center at 815-727-6993*.

### **(Thursday, May 20) Last attendance day for seniors**

Students should copy electronic files they wish to keep to a flash drive or a different non-JT account. All files will be deleted at the end of the school year. Graduates will not have access to their JT account after graduation.

### **(Thursday, May 20 & Friday, May 21) Senior Drive-Thru Event**

All school issued devices, textbooks, uniforms, instruments, etc. must be turned in at this event. Students who pre-ordered caps and gowns will pick-up. We will share details once plans are finalized. Seniors taking AP tests will return devices at a later date.

### **(Saturday May 22 & Sunday, May 23) In-Person Graduation Ceremony**

Students/families will sign up for a ceremony spot via Calendly. The [link to sign-up](#) will be active on April 30, 2021. Students must use their JTHS emails to sign-up.

Student will receive a confirmation and details regarding arrival time and instructions for line-up and family viewing.

### **In-Person Details**

**Dress:** The graduation ceremony is a formal event and students are encouraged to dress in a way that appropriately reflects the occasion. No signs, messages etc. will be allowed on the caps or gowns.

**Tassel:** The tassel starts on the right side of the mortarboard and is moved to the left side when directed by Administration.

**Cords** Only school issued, earned cords may be worn during the ceremony.

**Diplomas:** Only the jacket covers to the diplomas will be handed out during the graduation ceremony. Diplomas will be mailed after graduation providing no additional obligations were reported after May 21, 2021.

### **Other Important Reminders:**

For your safety and the safety of others, you must wear a mask. Graduates will be allowed to remove their mask once they are on stage for their graduation picture.

This is a NO-CONTACT ceremony; please refrain from touching or interacting with others.

The Graduation Ceremonies will take place at the start of each session and will last no more than 50 minutes. This timing allows for entry, photo, and exit.

Students will receive 4 tickets for guests during the Senior Drive-Thru Event. Please arrive in only ONE vehicle.

Graduates enter at Door 13(Left side) and report to the large gym for line-up.

Ticketed guests enter Door 13(Right Side). Entry begins 30-minutes before the start. Families are expected to sit in family groups in the bleachers. There will be some chairs available for handicapped accessible seating. **No entry once the Line of March begins.**

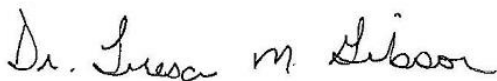
Graduates will proceed in and be seated. Staff will read graduates names; graduates walk across the stage and receives diploma cover. Professional photos will be taken. Graduate returns to seat.

Graduate and family leave the field house after all names have been read and the “Class of 2021 is dismissed” via door 15.


Considering that this is not our traditional graduation ceremony, we ask that everyone involved be very patient when you arrive at Joliet West. Our goal is to provide every member of the Class of 2021 a time to be celebrated by both our school and their family. It is also very important that our ceremony meets all social distancing guidelines.

**(May 28) Virtual Graduation 7:00 p.m.**

Sincerely,



Dr. Teresa M. Gibson  
Principal



Ms. Jo Wooten  
Assistant Principal



Mr. Matt Narducci  
Assistant Principal