



MALDEN CATHOLIC

The Codivisional High School

Office of the Principal

August 30, 2022

Dear Parents of the Class of 2023:

Greetings! We have already begun to plan for the commencement ceremony for the Class of 2023 on Saturday, **May 20, 2023**. The diplomas will be printed in the coming months. For accuracy of information, we need you to verify how your senior's name should be listed on his/her diploma. Please print this form and **PRINT** your senior's name **exactly** as it is to appear on the diploma.

Please sign and date this form and have your child return it to the School Office by **Friday, October 7th**. We will use this information to prepare a list of all seniors' names for the diploma company. Prior to submitting the list, we will make it available to seniors one last time in homeroom for verification. The following guidelines may be helpful:

1. **First-Name:** Avoid nicknames or shortened forms of one's proper name.
2. **Middle Name:** On diplomas, middle names are usually rendered in full, and not simply as an initial.
3. **Family Name:** If there is a capital letter in the family name -- for instance, FitzPatrick, DiPalma, LeGendre -- show that spelling carefully. Don't leave a space unless you intend a space on the diploma. For instance, MacDonald vs. Mac Donald.
4. **Titles:** Be sure to include "Jr." or "III" if they are proper designations for your name.

Name on Diploma

Student's First Name	Middle Name	Family Name
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I hereby acknowledge that the name shown above is the true and accurate name which should be shown on the diploma.

Parent's Signature	Date
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MC / Girls Catholic Legacy: At our Baccalaureate Mass on Friday evening, May 19, 2023, we recognize MC & Girls Catholic Alumni: Mothers, Fathers, and Grandparents of the members of the Class of 2023. Please let us know if the Mom, Dad, or Grandparent of a current senior is an MC or Girls Catholic graduate by including the name(s) in full below and the year of MC/GC graduation. Thank you.

Alumni's First Name	Middle Name	Family Name	Year of MC/GC Graduation
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Alumni's First Name	Middle Name	Family Name	Year of MC/GC Graduation
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