

2024 AC FLORA CAP DECORATING GUIDELINES

Please take into consideration the following rules and guidelines if/when decorating your 2023 graduation cap. This should be a positive experience for you and your family. We want to celebrate your achievements at Flora as well as what you will be doing after high school. We encourage you to be creative, unique, respectful, and positive as you decorate your cap. Failure to follow these rules will result in a replacement cap being given to you during commencement at your own cost (\$25)! Cap decorating is an optional experience.

****Administration reserves the right to disallow any cap design for any reason prior to, just before, or during the graduation ceremony. All decisions made by administration are final.****

Positive cap decorating ideas include, but are not limited to:

- Thanking a parent, grandparent, teacher, guardian
- Recognizing the branch of the military you will be joining
- Recognizing the college/university you will be attending
- Recognizing a club, class, sport, or other organization you are involved in
- Positive quotes/images
- Positive Flora-themed images/quotes
- Original artwork

General Cap Decorating Guidelines

- All decorations must be neat and organized. You may NOT simply write on top of your cap. It must be truly *decorated*.
- No offensive language, sayings, nicknames, pictures or lyrics on cap
- No objects such as signs, stuffed animals, bells, flowers, or any 3D object may rest on the cap. This includes lights.
- ALL decorations MUST lay FLAT on the cap. Nothing can lay perpendicular thus allowing us to see the decoration beyond eye level. Your cap must not block anyone's view.
- Your cap CANNOT make noise. No bells, horns, or anything that makes noise.
- No symbols, logos, words, sayings or any action that can be deemed as offensive to those in any culture. Remember, this is not just your ceremony but a ceremony you share with all of your classmates and their respective friends and family members.
- No symbols, logos, words, sayings, or actions that affiliate themselves with criminals, alcohol or drug paraphernalia, or any other illegal activity.
- No sexual or inappropriate references or innuendos.
- You may decorate the entire top of the mortarboard, but underneath and the headpiece should remain untouched and unaltered.
- The tassel must still be present on the cap. You may not alter your tassel in any way.

****If you have any questions about any intended information/images that you feel might be questionable, be sure to talk to an administrator before graduation. If you think your idea might be inappropriate, it probably is!****

We highly suggest you trace your cap onto cardboard and decorate the cardboard so that, if you make a mistake, you can start over with a new piece of cardboard. Please be sure to include a small hole for the tassel. After you decorate it, stick it to your cap with double-sided tape or Velcro tape. **We will not furnish new caps if you mess yours up decorating.** Please be sure before you decorate!

All caps will be reviewed prior to the graduation ceremony. AC Flora and/or Richland One Administration reserves the right to disallow anything that is not considered appropriate for the commencement ceremony for any reason. In order to encourage high standards of student conduct and behavior, administration will replace a student's cap if it is in violation of the guidelines. If this is the case, the student will be charged \$25 for the replacement cap.

Administration reserves the right to disallow any cap design for any reason prior to, just before, or during the graduation ceremony. All decisions made by administration are final.