



ACADEMY OF CREATIVE EDUCATION 2011 WINTER COMMENCEMENT LETTER TO GRADUATION CANDIDATES



November 1, 2011

Dear ACE Graduation Candidates:

The Academy staff looks forward to celebrating your graduation with you, your family and your friends. The following information will assist you in making plans for your special occasion. In order to participate in the actual graduation ceremony, **you are required to attend graduation rehearsal** as noted below. Please make arrangements with your employer and/or child caregiver, as needed.

All ACE graduation candidates are eligible to **apply for scholarships** awarded by the Academy Advisory Corporate Council (AACC). Applications are available from Mrs. Sandie McClure. Completed applications must be submitted to her **on or before Thursday, December 1, 2011, at 3:00 PM**. You will be notified if the AACC Scholarship Committee selects you to be interviewed.

FRIDAY, DECEMBER 9, 2011

(You will be notified of the time.)

SCHOLARSHIP INTERVIEWS

Held at ACE

ON OR BEFORE

TUESDAY, DECEMBER 6, 2011

BY 3:30 PM

CAPS, GOWNS, INVITATIONS, AND FEES

CASH ONLY, NO CHECKS

Contact: Dr. Chris Throm, Assistant Principal, (210) 407-0699

Invitations: the first ten (10) are free; 25cents each thereafter

Gown: rental fee is \$30.00 (fee includes dry cleaning, diploma, diploma cover, printing services, etc.)

Cap and Tassel: you may keep them after the ceremony

Financial Assistance: see Dr. Mary Jo McLaughlin, Principal

MONDAY, DECEMBER 12, 2011

8:00 AM (meet at ACE)

**11:30 AM (approximate time you
will return to ACE from rehearsal)**

GRADUATION REHEARSAL

Held at ACE

All graduation candidates will meet for breakfast.

After breakfast, **all candidates are required to ride the NEISD buses to and from the rehearsal site.**

Caps, Gowns, and Tassels: will be distributed at ACE, after rehearsal

The AACC hosts the graduation breakfast. During the breakfast they will announce the scholarship and community service recipients.

If necessary, we can assist you in making arrangements with your employer so you may attend the rehearsal and ceremony.

TUESDAY, DECEMBER 13, 2011

10:00 AM

CASTLE HILLS FIRST BAPTIST CHURCH

2220 N.W. MILITARY HIGHWAY

SAN ANTONIO, TX 78213

GRADUATION CEREMONY

Graduation candidates must come dressed in cap and gown.

Meet Dr. Throm at the entrance to the church **promptly at 9:15 AM**.

He will direct you to Mrs. Paulette Halvorson for the entrance count and to line up for the procession. After the ceremony, there will be a station where you will turn in your gown and receive your diploma.

ATTIRE

BOYS: shirt, tie, dress slacks, and dress shoes

GIRLS: modest clothing, dress shoes

Assistance is available if you are in need of appropriate clothing.

**IMPORTANT FACTS
ABOUT THE FACILITY**

Smoking, food and drink are prohibited. Helium balloons, noise makers and any distracting items are prohibited and are subject to confiscation.