

May 20, 2005

To: The Academy of Creative Education (ACE) Graduation Candidates
From: The ACE Staff
Regarding: June 2005 Graduation Ceremony

The staff at ACE looks forward to celebrating your graduation with you, your friends, and your family. The following information will help you make plans to attend this special occasion. In order to participate in the graduation ceremony, **you are required to participate in the rehearsal**. If necessary, please make arrangements with your employer to attend.

All ACE graduation candidates are eligible to apply for **scholarships** awarded by The Academy Advisory Corporate Council. Applications are available from your advisor. Turn in your applications to Mrs. McClure, Marketing Teacher, **on or before 3:00 p.m., Wednesday, June 1, 2005. You will be notified if you have been selected to be interviewed by the Scholarship Committee.**

**Friday, June 17, 2005
10:00 a.m.**

Scholarship Interviews:
The Academy of Creative Education

**On or before Friday, June 17
By 3:30 p.m.**

Caps, gowns, invitations & fees:
Contact Mr. Alan Sorensen, Phone: 657-8970, Ext. 247
Cash only - no checks
Special ACE invitations: 10 free; 25 cents each thereafter. Rental Fee for Caps and Gowns: \$25.00 (Fee includes dry cleaning, diploma, printing, and diploma cover.) You may keep the cap and tassel.
For financial assistance, see Dr. McLaughlin

**Tuesday, June 21, 2005
8:00 a.m., Meet at ACE**

Graduation Rehearsal
Your attendance is required. Meet at ACE for breakfast at 8:00 a.m. All candidates will be bused to the site. There will be no exceptions because of limited parking and because of insurance regulations. Rehearsal will last until 11:30 a.m. Make arrangements with employers if necessary. We will return to ACE to pick up your caps and gowns.

**Wednesday, June 22, 2005
10.00 a.m.**
University of the Incarnate Word
The Sky Room
847 E. Hildebrand
San Antonio, Texas

Graduation Ceremony:
Graduation candidates must come dressed in cap and gown. Meet Mr. Sorensen at the entrance to the Sky Room **promptly at 9:15 a.m.** He will direct you to Mrs. Halvorson for the entrance count and to line up for the procession.

Important Facts:

Smoking, food, and drink are prohibited in this facility.

Attire:

Boys: Shirt and tie, dress slacks and dress shoes.
Girls: Hose, dress shoes, modest clothing.

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