

PACHEK Graduation Guidelines

- Each family wishing to participate in the annual PACHEK high school graduation ceremony **must be members in good standing by November 1** of the school year of graduation.
- Each participating family should be actively engaged in homeschooling their senior.
- Families wishing to participate must complete in full the required form below (we recommend a parent completing this rather than the student) and **submit their fee of \$40.00 by March 1** of the year of graduation (ie: March 1, 2020 for graduation in May 2020). This fee goes toward a donation to the host facility and also for the refreshments served. PACHEK also donates \$100 to each graduating class but costs beyond that are paid for by the participating families' fees.
- Families wishing to participate in PACHEK's graduation ceremony but not meeting the above requirements may appeal to the Steering Committee for an exception (ie: a family just moving into the area, etc.).
- Parents are responsible for making sure credits needed for graduation are earned and for making any decisions concerning honor cords or sashes. PACHEK is providing a ceremony not issuing credits or diplomas.
- Participating families are responsible for purchasing their student's cap and gown, diploma, and diploma cover, and any applicable honor cords or honor collars. To ensure uniformity at the ceremony, **gowns should be black or dark green (the graduating class may choose which color they want) and tassels may be the ones chosen by that year's class. Honor cords should follow these guidelines: Academics: gold sash or cord; Athletics: red cord; Arts: blue cord; Service: green cord.** Any other honor apparel from various clubs should be ordered from the appropriate companies by the student's family.
- We ask that you purchase the cap, gown, honor cords, and diploma by February 1 to ensure that all arrive in plenty of time for graduation activities. PACHEK will offer families the option of a group order with HomeschoolDiploma.com.
- Families of graduates are responsible for purchasing and sending their own invitations for the ceremony to their friends and family. Students are welcome to have approximately 30 guests in attendance.
- Participating students and their parents may help plan the ceremony with a representative from the Steering Committee's guidance and help. A more specific planning schedule will be announced no later than January of the graduating year. This will include dates for submitting photos, music, etc.
- Each graduate may decorate a **Memory Table** with their own memorabilia on it.
- **For the service, graduates should wear nice dress clothes, including a tie for the boys.**
- As always, all activities must abide by PACHEK's Policies and Procedures and be done in an orderly manner.

PACHEK Graduation Participant's Form

Graduate's Full Name _____

Parents' Names _____

Special Achievements (school related or otherwise)/Clubs/Community Involvement/Special Interests and Hobbies _____

Scholarships Earned _____

Future Plans _____

If you would like to share a song, speech, or something else during the graduation service please state that here. All presentations must be preapproved and speeches must be written and turned in for approval two weeks before graduation.
