

**CLASS OF 2019! IT'S TIME TO ORDER
YOUR CAP & GOWN FOR GRADUATION!
ALL ORDERS WILL BE PLACED WITH MRS. STONEHILL IN
THE STUDENT CENTER DURING D BLOCK
(ALL THREE LUNCHES) ON MONDAYS!**

PRINT AND FILL OUT ORDER FORM AND BRING IT WITH YOU ON YOUR SPECIFIED DAY. ORDER FORM IS ON SCHOOL WEBSITE AND PTSO WEBSITE.

OPENING DAY (ANYONE)	MONDAY, MARCH 4 TH
LAST NAMES BEGINNING WITH A-I:	MONDAY, MARCH 11 TH
LAST NAMES BEGINNING WITH J-R:	MONDAY, MARCH 18 TH
LAST NAMES BEGINNING WITH S-Z:	MONDAY, MARCH 25 TH
MAKE UP DAY:	MONDAY, APRIL 1 ST

If you are unable to come during your assigned time, please email me as soon as possible at julie_stonehill@newton.k12.ma.us.

You may NOT put a check/cash in my mailbox! Mailbox orders WILL NOT BE PROCESSED & you risk being charged a \$25.00 late fee. ORDERS CAN ONLY BE PROCESSED IN PERSON WITH MRS. STONEHILL.

You will be required to pay your graduation fee when you place your order. This covers the cost of your cap and gown. The fee is \$45.00. You may pay with cash or a check. Checks should be made out to Newton South High School with "graduation 2019" written in the memo space.

Other important things to remember:

- **You MUST have a cap and gown to walk in graduation.**
- **You must have your order in by APRIL 1ST**
- **IF YOU DO NOT HAVE YOUR ORDER IN BY APRIL 1ST, YOU WILL BE CHARGED A \$25.00 LATE FEE!**
- **If you have cap and gown from a sibling or friend who graduated from South you may use it, however you will still need to order a tassel (\$15.00)**
- **You may also order a cap and tassel (\$25)**
- **No orders will be placed without payment.**
- **Financial support is available on a need basis. Please notify your guidance counselor, your housemaster, or me if you need financial assistance. If you receive financial assistance, you still must come to order and cap and gown from Mrs. Stonehill**

IF YOU DO NOT NEED A CAP AND GOWN FOR ANY REASON, YOU MUST LET ME KNOW. STUDENTS WHO HAVE NOT CONTACTED ME BY APRIL 2ST WILL HAVE A CAP AND GOWN ORDERED FOR THEM AND WILL BE OBLIGATED TO PAY FOR THAT CAP AND GOWN, PLUS A LATE CHARGE OF \$25.00.