



2012 Graduation Packet

Theme: "Strong Enough"
Philippians 4:13

**Bridgeway Home Schoolers (BHS)
Annual Formal Graduation Ceremony
June 9, 2011 • 4:00 p.m.**

**Bridgeway Community Church
9189 Red Branch Road
Columbia, MD 21045
410-992-5832**



Dear Graduate and Family,

We are delighted you are interested in participating in our annual graduation ceremony. The graduation ceremony will be held on Saturday, June 9, 2011, at 4:00 p.m. in the main theater of Bridgeway Community Church. We welcome homeschoolers of all races, religions and creeds to participate. Please note there will be Christian themes present throughout the program. The graduation ceremony will include a procession of the graduates, a musical selection, dance, drama presentation and, a commencement address.

This graduation registration packet includes the following:

1. Registration Form
2. Payment Instructions

Please read the forms completely; each form has important details you need to know. Following the directions carefully will ensure your registration is processed accurately.

Registration – Please register and pay online or, print and complete the attached registration form and mail with your payment to:

Bridgeway Home Schoolers
Attn: Vicky Green
9189 Red Branch Road
Columbia, MD 21045
410-992-5832 (o)
410-992-6761 (f)

Regular Registration Dates: *January 1, 2012 - April 30, 2012*

Late Registration Dates: *May 1, 2012 – May 18, 2012*

Regalia - Every graduate must have the cap and gown described in this packet, as well as a Tassel in order to participate in the ceremony; this is **included** in the registration fee.

Seniors – Black Cap & Gown w/Red & White Tassel

Elementary/Middle – Red Cap & Gown w/White Tassel

Kindergarten – White Cap & Gown w/Red Tassel

Dress - Female graduates, we ask that you wear a dress or skirt with Black or White dress shoes (No Flip Flops). Male graduates, we ask that you wear a White dress shirt, tie, dark-colored dress pants, and dress shoes (No Jeans, Cargo pants or Sneakers).

Note: *All high school graduates will be walking up and down stairs as well as across a stage. Please keep this limitation in mind when considering style of shoe, height of heels, and hemlines.*

Communications - Information about graduation will be emailed out so, please check your email. If it is high priority, we will call you as well. If we get an answering machine/service, we will leave a message alerting you to check your email. This is the best way to contact us and, once you have registered, you will receive telephone numbers as well.

Rehearsal – Graduation rehearsal will be held on **Monday, May 21, 2012 * 2pm – 4pm**. This is our run thru of the ceremony and, it is very important that everyone be here. Please make arrangements early to make sure you are in attendance.

Report Time (June 9th) – Please make sure you are at the church on the day of by 12:30pm. We will have three hours to take portraits, handshake and group shots, go over any details, go through lighting, microphone and sound checks, put displays on tables, eat and, put caps & gowns back on before lining up at 3:45pm. The doors open for guests at 3:30pm.

Picture Montage – If you are a senior graduate, please pull together **eight** pictures from various stages throughout your life. These should be sent electronically through email to: bhs.vickylg@yahoo.com. For all other graduates, one current picture is needed for the screens when you come to the stage for your certificate and that picture should be sent electronically. Please submit all pictures **by Friday, May 4, 2012**.

Pictures/Video – A video and Pictures will be taken throughout the ceremony by a professional photographer and videographer. These pictures and video clips will be used by Bridgeway Home Schoolers, electronically or in print material, for promotional reasons. They are for the organization's use. The event pictures will be made available to you online or DVD based on availability. The portraits, handshake and, group shot will be taken on graduation day before graduation begins (additional charges may apply). In the past we have been blessed to be able to provide these at no cost. We will make every effort this year to do the same. Please Note: Picture taking is allowed during the ceremony, but with no flash.

Personal Display Table – There will be a display table in the lobby for every graduate to bring in items for conversational purposes. These items can include past accomplishments, trophies, pictures, certificates, and anything representing who they are, current interest, and future goals. These tables are for conversational pieces only so, please do not stress about this detail. We will discuss this more at the rehearsal.

Refreshments – Complimentary cake and punch will be served in the lobby in the Missions' Café. Please let us know the approximate number of guests that you have coming so we will have enough refreshments on hand.

Certificates – There will be a certificate of participation in the graduation that will be given to each graduate. Seniors will receive it in a Certificate/Diploma Cover and K – 8th grade will receive it rolled with a ribbon.

Fees – Graduation Fees are non-refundable and cover:

- Use of 1200 seat theater with lighting, sound & video
- Graduation reception in 600 sq. ft. area
- Graduation rehearsal facility use
- Personal Display Table with Table Cloth and Skirting to match graduate
- Programs, Decorations and Refreshments
- Videographer (copy of ceremony available for \$15)
- Photographer (additional costs for prints)
- Cap, Gown & Tassel
- Graduation Certificate
- Graduation Certificate Cover (Seniors only)
- Rose for each graduate



Kindergarten:

Regular Registration Fee: **\$65** (January 1, 2012 - April 30, 2012)

Late Registration Fee: **\$90** (May 1, 2012 – May 18, 2012) – Full payment due at registration

Elementary (5th Grade) / Middle (8th Grade):

Regular Registration Fee: **\$80** (January 1, 2012 - April 30, 2012)

Late Registration Fee: **\$110** (May 1, 2012 – May 18, 2012) – Full payment due at registration

High School Senior:

Regular Registration Fee: **\$120** (January 1, 2012 - April 30, 2012)

Late Registration Fee: **\$160** (May 1, 2012 – May 18, 2012) – Full payment due at registration

50% minimum deposit required with balance paid by April 30, 2012**

Payment Options – Payments can be made Online, by Cash and, Check*** or Money Order payable to “Vicky Green.”

** \$25 late fee applies to all accounts not paid in full by April 30, 2012.

***\$30 fee applies to all checks returned for insufficient funds

We are looking forward to our Annual Graduation and Commencement Ceremony that honors each graduate and their family. We want this day to be one you will long remember and cherish.

Sincerely,

BHS Graduation Committee

<p>Senior, Middle & Elementary Cap & Gown Size Chart, Height Size Weight Below Weight Above*</p>

HEIGHT	SIZE	WEIGHT BELOW	WEIGHT ABOVE
4'6" - 4'8"	39	180	X
4'9" - 4'11"	42	180	X
5'0" - 5'2"	45	180	180
5'3" - 5'5"	48	180	180
5'6" - 5'8"	51	270	X
5'9" - 5'11"	54	270	270
6'0" - 6'2"	57	270	270
6'3" - 6'5"	60	330	X
6'6" - 6'8"	63	330	330
6'9" - 6'11"	66	330	X

*If weight falls into a category that has an X, please contact us.

<p>Kindergarten Cap & Gown Size Chart</p>
--

3'6" - 3'8"	27
3'9" - 3'11"	30
4'0" - 4'2"	33
4'3" - 4'5"	36



BHS 2012 GRADUATION REGISTRATION

Deadline: All applications must be received and paid for no later than April 30, 2012 for Regular Registration. For late registration, full payment is due at registration. Last date for late registration is May 18, 2012.

KIND ELEM MID SENIOR (PLEASE CIRCLE THE APPROPRIATE CHOICE)

Graduate's Name (First, Middle Initial & Last):

____ Male ____ Female

Cap and Gown Size (see chart): _____

Parents' Names

Dad: _____

Mom: _____

Address: _____

Telephone: _____ Home

_____ Cell (used only for emergencies unless otherwise stated)

E-mail address(es): _____

Best Method of Contact: Telephone (home/cell) or Email _____

Please indicate the number of guests planning to attend: _____



My **Senior** Graduate's Talents/Hobbies are:

Are you interested in information regarding a Class Ring?

Yes **No** (Please Circle one)

I would like to order a copy of the Graduation Ceremony on DVD for \$15.

Yes **No** (Please Circle one)

I have read, understand and agree to all the terms of the registration application.

Signature _____

Date _____

For Office Use Only

Paid \$ _____

MO/Cash/Pay Pal _____

Check # _____

Certificate _____