

**CLASS OF 2018! 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 5 TH
LAST NAMES BEGINNING WITH A-I:	MONDAY, MARCH 12 TH
LAST NAMES BEGINNING WITH J-R:	MONDAY, MARCH 19 TH
LAST NAMES BEGINNING WITH S-Z:	MONDAY, MARCH 26 TH
MAKE UP DAY:	MONDAY, APRIL 2 ND

**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 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
2018" 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 2ND**
- **IF YOU DO NOT HAVE YOUR ORDER IN BY APRIL 2ND, 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 DO NOT NEED A CAP AND GOWN FOR ANY REASON, YOU MUST LET ME
KNOW. STUDENTS WHO HAVE NOT CONTACTED ME BY APRIL 2ND 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.**