



Graduation 2017 Toolbox

Tuition/Fees

All tuition and fees are due to the Business Office no later than May 1, 2017 (cash or money order only). Any student who has not paid their tuition and fees will not be eligible to attend the Prom or other graduation activities. Please call Mrs. Rodrigues in the Business Office (x103) with any questions about this important issue.

Advanced Placement (AP) Exams

AP Spanish Lang. & Cult. Exam (Hillside HS)	Tuesday, May 2	8 am
AP English Lit & Comp Exam	Wednesday, May 3	8 am
AP United States History Exam	Friday, May 5	8 am
AP English Language & Comp Exam	Wednesday, May 10	8 am

A **\$95 fee for each AP exam is due no later than May 1, 2017** (cash or money order only) to Mrs. Rodrigues in the Business Office before taking an AP exam. Please consult Ms. Moseley in the Guidance Office (x108) for further details.

Senior Exams

The Senior 4th Quarter Exams are scheduled from **Monday, May 22 through Wednesday, May 24, 2017**. The exam schedule will be posted in school. Consult Ms. Moseley in the Guidance Office (x108) with any questions. If a senior is absent for an exam, that exam must be made up before participating in any graduation exercises. An **exemption** is only given to seniors who have **achieved 93 or above** in all quarters.

Senior Prom

The Class of 2017 Senior Prom will be held on **Thursday, May 25, 2017** from 7:00 pm – 11:00 pm at Wilshire Gates, 350 Pleasant Valley Way, West Orange, NJ. All seniors represent the BA school community through their behavior and dress at the Prom. All Prom dresses must be approved by Ms. Branco. If your daughter is bringing a guest to the Prom, a signed permission slip and a copy of a valid form of ID is required by Monday, May 8.

All tuition and school fees must be paid in order to attend the Prom. Permission slips will be distributed by the senior homeroom moderators. All **exam and academic work must also be completed** before attending the Prom.

Thursday, May 25:	Make-up exams for Seniors
Friday, May 26:	No Classes
Monday, May 29:	No Classes – Memorial Day

Senior Awards Assembly in BA Auditorium

The Senior Awards Assembly is held on **Wednesday, May 31, 2017 at 8:00 am**. All parents are invited to attend this awards ceremony in which seniors are presented with certificates for their participation in activities, clubs and societies. The Seniors and their parents are invited to a continental breakfast immediately after the awards assembly in the cafeteria.

Graduation Practices for Baccalaureate Mass/Graduation Ceremony

All practices are mandatory! No excuses will be accepted!

Wednesday, May 31:	Baccalaureate Mass Practice at Monastery Church	10:00 am	(No classes)
Thursday, June 1:	Graduation Practice at Holy Spirit Church in Union	1:00 pm	(No classes)
Friday, June 2:	Graduation Practice at Holy Spirit Church in Union	1:00 pm	(No classes)
Thursday, June 1:	Baccalaureate Mass, St. Walburga Monastery Church		7:30 pm
Saturday, June 3:	Graduation of the Class of 2017, Holy Spirit Church, Union		1:00 pm

The entire Graduation program at Benedictine Academy includes *The Baccalaureate Mass*, *Graduation/Baccalaureate Mass Practices*, and the *Graduation Ceremony*. ***It is mandatory that all seniors attend all of the above programs. It is imperative that the seniors are on time for all graduation programs including the practices.*** We are guests of Holy Spirit Church and the parish may have scheduled events after our practices.

The Baccalaureate Mass will be held at St. Walburga Monastery. Seating is limited to four (4) persons per family, including the senior. After the Baccalaureate Mass, the Alumnae Association of Benedictine Academy will host refreshments in the St. Walburga Spirituality Center for the seniors and their families. Seniors are to meet in the foyer or reception area of the Monastery by 7:00 pm.

The seniors are to report to Holy Spirit Church on the afternoon of graduation no later than 12:00 pm. **The Graduation program will include the induction to the Alumnae Association of Benedictine Academy.** The actual diploma will be given when the graduate returns her gown to Benedictine Academy. Gowns are to be returned to school in the **original condition** as given by Monday, June 5 or Tuesday, June 6 from 9:00 am – 3:00 pm. **If a graduate cannot return the item during these times, they will be responsible for all shipping costs of the gown.** Graduates are allowed to keep their caps only.

Dress for the Baccalaureate Mass

Dress for the Baccalaureate Mass is the same as graduation except the graduates will not wear their graduation cap. Graduation gowns will be distributed after practice on Thursday, June 1. Therefore it is imperative that all graduates attend the practice on Thursday, June 1 to receive their caps and gowns for the Mass and graduation. Please do not try to pick these items up during the school day.

Dress for Graduation

Graduates are to wear white shoes or sandals with backing (no flip-flops). Pants may not be worn. Dresses must be white or a pastel color so as to not show through the gown.

Tickets

Tickets for the Baccalaureate Mass: Tickets are limited to **four** (4) per family including the graduate, due to the limited size of the Monastery Church.

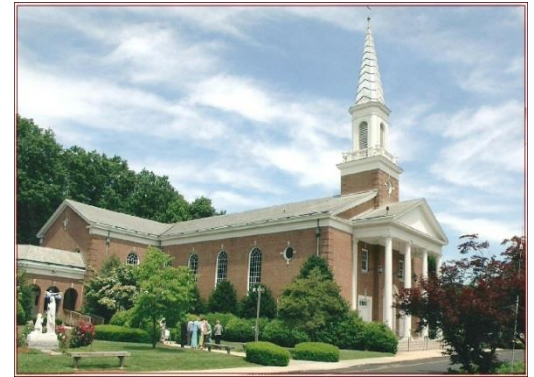
Tickets for Graduation: Tickets are limited to **ten** (10) per family. Two (2) tickets are designated as “Reserved Seating.” Eight (8) “Admit One” tickets are designated for your other guests. Other guest seating will be available on a first-come basis.

Tickets and Invitations will not be distributed until all tuition and fees have been paid!

Directions to Holy Spirit Church

971 Suburban Road, Union, NJ

(908) 687-3327



From the Garden State Parkway Northbound:

- Take exit **#140/HOLLAND TUNNEL (RT-82 E)** onto **US-22 E**
- Take ramp onto **MORRIS AVE(RT-82)** toward **ELIZABETH**
- Go .6 miles and turn right onto **SUBURBAN RD**
- Church is on right.

From the Garden State Parkway Southbound:

- Take exit **#140A/ELIZABETH (RT-82 E)/SOMERVILLE** onto **US-22 W**
 - Take ramp toward **ELIZABETH (RT-82 E)/US-22**
 - Turn right on **INGERSOLL TER**
 - Turn right on **MORRIS AVE(RT-82)** and proceed .7 miles
 - Turn right on **SUBURBAN RD**
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GRADUATION GOWNS MUST BE TURNED IN ON Monday or Tuesday, June 5th or 6th

- Please return in the original bag
- Caps are yours
- Diplomas will handed out upon return of gown