

Murdoch MacKay Collegiate – Graduation 2019 Guidelines

If you have any questions about Graduation 2019, please contact Ms. Blazek (jblazek@retsd.mb.ca) or Ms. Fil (jfil@retsd.mb.ca).

<p>Friday, June 21st, 2019</p> <p>9:00am – 11:30am</p> <p>Graduation Cap & Gown Pick – Up</p> <p>Murdoch MacKay Collegiate</p>	<ul style="list-style-type: none"> • All graduates must pick up their graduation cap and gown from The Cove during this time. • Graduates will keep the gown for the weekend and bring to Convocation on Monday, June 24th, 2019 at the Club Regent Event Centre. • Although having photos taken with family over the weekend with the cap and gown is encouraged, graduates must keep their gown clean and wrinkle-free. Please hang up the gown over the weekend. • Please see or e-mail Mrs. Beaudin (sbeaudin@retsd.mb.ca) with any questions regarding graduation caps and gowns.
<p>Monday, June 24th, 2019</p> <p>Convocation</p> <p>Club Regent Event Centre</p>	<ul style="list-style-type: none"> • Graduates must meet by 9:00am at the Club Regent Event Centre to be marshalled and lined-up. • Mrs. Beaudin and Mrs. Grafenauer will be organizing the graduates at this time. • Each graduate may bring up to 4 guests to Convocation at no charge. Graduates will receive the Convocation tickets when they bring in their completed Designated Driver Form. Any remaining Convocation tickets will be available on first come, first served basis. More information about Convocation tickets and dates is on the back of this page. • Doors will open for Convocation seating at 9:15am, seating is NOT assigned. A ticket is required for entry. Also, strollers will not be permitted into the venue. • Convocation will begin promptly at 10:00am. • Graduates must check-in their gown immediately following Convocation. When Graduates check their gown in, they will also receive an envelope with important documents enclosed (report card, transcript, etc.). Anyone who does not check-in their gown will be charged for the price of their gown. The gown is electronically linked to your name.
<p>Monday, June 24th, 2019</p> <p>Dinner & Dance</p> <p>Club Regent Event Centre</p>	<ul style="list-style-type: none"> • Entrance to the Cocktail Reception will begin at 5:30pm. Dress is formal. • Dinner and Speeches will begin at 6:30pm. • Anyone believed to be under the influence of alcohol and/or drugs will be refused entry to the Dinner & Dance with no refund provided. • Dancing will continue until midnight. • All students must be picked up by midnight sharp. • Graduates and guests will not be permitted to come and go from the Event Centre throughout the evening. The only time anyone will exit is when they are leaving the Dinner & Dance. There will be no re-entry. As there will be no re-entry, there will also be no smoking during the Dinner & Dance. • All graduates must be signed out by their Designated Driver, as filled out on their Designated Driver Form (to be mailed out in April).

Other Notes:

- It is encouraged to take family and friend photos with the graduation cap and gown during the weekend to help with returning and checking-in the gown promptly after convocation.
- It is encouraged to make hair and make-up appointments in the afternoon during the time between the Convocation and the Dinner and Dance.
- The Dinner and Dance is a non-smoking event.

Graduation Ticket Information

Week of April 15th, 2019

- Designated Driver Form and other important graduation information will be mailed home.

Wednesday, May 8th, 2019 – Friday, May 10th, 2019 during lunch

- Designated Driver Forms must be completed and returned Room 148 (Ms. Blazek's Room) during lunch on one of these dates.
- In exchange for a correctly completed Designated Driver Form, students will receive up to **four Convocation tickets at no cost**. The amount of tickets a student wishes to receive must be indicated on the Designated Driver Form.
- If a student will be attending Convocation but not the Dinner & Dance, they still must bring in the Designated Driver form with the amount of tickets requested for the Convocation.
- **Students must clear any outstanding student fees and/or library fees or students will not receive Convocation tickets nor be able to purchase Dinner and Dance tickets.**
- There will be a 24-hour wait to receive or purchase tickets once outstanding fees are settled.
- Returning the Designated Driver Form late will result in a \$10 price increase per Dinner & Dance ticket.

Tuesday, May 14th, 2019 & Thursday, May 16th, 2019 during lunch

- Any additional Convocation tickets will be made available on a **first come, first served basis at a limit of 2 per graduate** (at no cost) on Tuesday, May 14th, 2019 during lunch in Room 148 (Ms. Blazek's Room).
- If there are any Convocation tickets remaining, they will be made available on a **first come, first served basis** (at no cost) on Thursday, May 16th, 2019 during lunch in Room 148 (Ms. Blazek's Room).

Tuesday, May 21st, 2019 at 10:00am – Friday, May 24th, 2019 at 5:00pm

- First round of Dinner & Dance tickets will go on sale.
- All graduates will be limited to **four** tickets (themselves and three guests) during the first round.
- Tickets will be sold on-line via InviteRight: <https://mur.inviteright.com/murdochmackaygrad2019>
Tickets will be \$80 each. (\$90 each if Designated Driver Form is returned late.)
 - **It is extremely important that all Dietary Concerns, Restrictions and/or Allergies be entered when purchasing the tickets.**
 - Seating for the Dinner and Dance will also be chosen online at this time. Seating will be in tables of 12.
 - *****PLEASE NOTE: The seating plan will be tentative, and changes may need to be made to accommodate parties seated together as much as possible.*****
 - Please print tickets for the Dinner & Dance after June 15th, 2019 due to the finalizing of the seating arrangement.

Monday, May 27th, 2019 at 10:00am – Thursday, May 30th, 2019 at 5:00pm

- Second Round of Dinner & Dance tickets will go on sale.
- After the first round of Dinner & Dance Ticket Sales, if there are remaining tickets, all graduates will be able to purchase additional tickets on a **first come, first served basis**.
- All prices and information will be the same as the first round of ticket sales.
 - *****PLEASE NOTE: The seating plan will be tentative, and changes may need to be made to accommodate parties seated together as much as possible.*****
 - Please print tickets for the Dinner & Dance after June 15th, 2019 to the finalizing of the seating arrangement.
- Any questions regarding Dinner & Dance ticket sales can be directed to Mrs. Harms (vharms@retsd.mb.ca).