It is an honor to congratulate the Lincoln-Way West Class of 2020 graduates! Below is information on the Lincoln-Way West Commencement Ceremony to be held on Saturday July 18, 2020, beginning at 9:00 am.

All graduates and immediate family will be assigned an arrival time. It is imperative that families follow the alpha slice time table below. The ceremony will take place on the stadium field. Each graduate may bring immediate family members. Immediate family is defined as parents and siblings. There is no seating for the graduate and immediate family. When the graduate’s name is called, he/she will walk across the stage to receive a diploma cover.

The chart below lists check-in times and steps. Students are NOT expected to line up alphabetically within the time slot. Upon arrival, graduates and immediate families should report directly to the line-up location on the map. The announcement of graduate names will begin at 9:00 am.

<table>
<thead>
<tr>
<th>Time Slot</th>
<th>Alphabet Range</th>
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</thead>
<tbody>
<tr>
<td>9:00am to 9:30am</td>
<td>Ab to Cam</td>
</tr>
<tr>
<td>9:30am to 10:00am</td>
<td>Car to Eil</td>
</tr>
<tr>
<td>10:00am to 10:30am</td>
<td>Eiz to Har</td>
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<tr>
<td>10:30am to 11:00am</td>
<td>Hat to Ku</td>
</tr>
<tr>
<td>11:00am to 11:30am</td>
<td>La to My</td>
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<tr>
<td>11:30am to 12:00pm</td>
<td>Ne to Rub</td>
</tr>
<tr>
<td>12:00pm to 12:30pm</td>
<td>Rus to Szu</td>
</tr>
<tr>
<td>12:30pm to 1:00pm</td>
<td>Tay to Zom</td>
</tr>
</tbody>
</table>

1. Graduates and immediate family will check-in at the NORTH gate of the stadium according to their designated time. Graduates will receive their name card from a dean or administrator. Graduates and families should social distance from other graduates and families in the procession line.
2. The graduate and immediate family will walk onto the stadium turf and track. (Deans and administrators will guide the graduate and immediate family)
3. Graduates will pass their name card to the readers, cross the stage, receive the diploma cover, pause briefly for a photo by Grad Images, and then descend a ramp to rejoin their immediate family.
4. Graduates and family will stop for a family photo with Burns Photography.
5. Before exiting the SOUTH gates of the Stadium graduates will also pick up their diploma.

**REQUIREMENTS:**

- Any graduate or family member that has experienced the following symptoms during the past 14 days will not be allowed to participate in the ceremony: fever, cough, chills, muscle aches, headache, nausea, vomiting, loss of taste or smell, and/or sore throat.
- Graduates and families are to wear a mask or face covering while on campus.
- Face coverings may be removed as graduates walk across the stage.
- Gatherings and close interactions by graduates will not be allowed while on campus.
• Graduate will be expected to bring immediate family only.
• Graduates will come to campus wearing their cap and gown and any stole and/or cord distributed by the district.
• Graduates and immediate family are expected to arrive in one vehicle for the ceremony.
• Graduates will report to the stadium field and check in at the assigned time.
• Dress for graduation
  o Males: Dress shirt and tie, dress pants, socks, and dress shoes.
  o Females: Dress, skirt and blouse, or dress slacks and blouse, and dress shoes.
  o NO shorts, tennis shoes, or blue jeans
• Caps should be worn flat with the tassel on the left
• **Graduates should not bring cell phones to the graduation ceremony.**
• All LW210 rules and expectations will be in effect. Any act deemed inappropriate or careless will result in the graduate being removed from campus.

**PICTURES**

For your convenience, we have made arrangements with Grad Images and Burns Photography for a professional photographer to record the moment you are awarded your diploma cover. You will receive proofs via email. There is no obligation to purchase, and you will have the option of ordering several enlargement packages.