

To: Seniors

From: Administration and Senior Sponsors

RE: Graduation Cap Design Approval

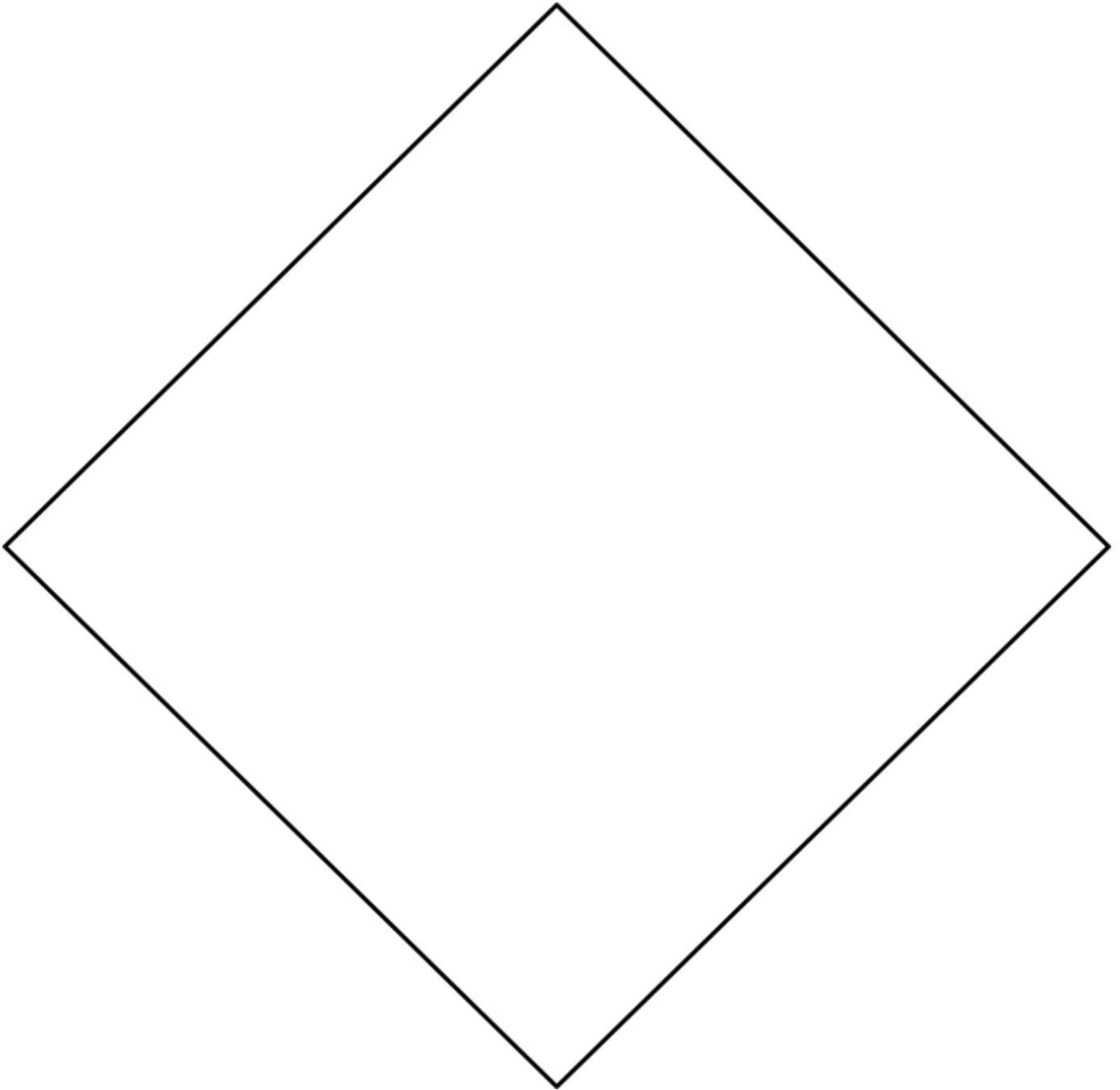
It is hard to believe that graduation is almost here. This year has been unique but graduation day will take place. Some of you may be planning on decorating the top of your graduation cap which we are always pleased to see as it shows the creativity amongst our Senior Class. To ensure that designs meet school guidelines, a plan needs to be submitted **on or before May 1, 2025**. Show your design in the designated area on the Cap Design Sketch Form. Forms need to be turned in to Ms. Crance in 118. You will be notified if your design did or did not meet guidelines. If it did not get approved and you still want to decorate your cap, you will need to submit a new design as soon as possible. Do not decorate your cap until the design has been approved! We would like to see the focus of cap design be toward graduates' future plans or family/friends. Designed caps that are not pre approved will not be allowed on graduation day. Please contact an Administrator if you have any questions.

Items not allowed on caps:

- Inappropriate language or sayings
- Inappropriate logos or pictures (ie...drugs, alcohol, profanity, sexual content)
- Glitter
- 3-D Designs

Once your design is approved you will get an email notifying you that it has been approved and you can begin designing your cap.

Student Name: _____



Approved by: _____ Date: _____