



ST. JOHN PAUL II CSS IB World School

685 Military Trail
Toronto, ON, M1E 4P6
Main Office (416) 393-5531



April 11, 2018

Dear Parents/Guardians of Grade 12 Students:

This letter is to inform you of important requirements and graduation details for your child in grade 12.

All grade 12 students are responsible for submitting a *Withdrawal Form*, indicating their intention for next year. Students will receive this personalized form in their homeroom between April 11th and 12th. This form must be signed by the parent/guardian of any child that will not be 18 by June 30, 2018. This document is required by the Ministry of Education Ontario and must be returned to the child's home room by April 20, 2018.

The guidance office must receive report cards for all credits attained at other institutions (i.e. TDSB, private schools), in a sealed envelope, no later than June 15th 2018 to be counted towards graduation requirements.

Students are not eligible to graduate unless they have completed 40 hours of community service. These hours must be submitted to the guidance department no later than May 18th 2018.

Collection of the graduation fees will be accepted via SchoolCashOnline only. Payment will be available between April 16 & May 25. Instructions for registering for SchoolCashOnline will be included with this letter. It is important that students pay their fees during the given dates, as graduation preparations must be made on your son's/daughter's behalf within the given deadlines.

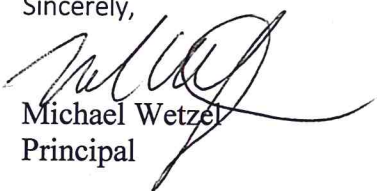
This year's graduation ceremony will be held on Thursday, June 28th at 11:30 a.m. at the Chinese Cultural Centre of Greater Toronto, 5183 Sheppard Ave. East, Scarborough ON, M1B 5Z5. There will also be a reception after the ceremony. Fees for graduates will be \$90.00. These fees include a number of items such as: gowns, caps, wrist corsages/boutonnieres, graduation mementos, printing costs, reception and rental of the air-conditioned hall. Two tickets will be issued to each graduate with the possibility of a third ticket once the numbers have been finalized. Due to fire regulations at the hall there is limited space. **Please do not call requesting additional seating** as we will not be able to accommodate this. If there is additional space, a lottery will take place on June 22nd 2018. Tickets must be presented to the ushers at the Chinese Cultural Centre in order to gain entrance to the ceremony.

Students will be able to collect their gowns in the Conference Room on Friday, June 22nd from 11:00 a.m. to 1 p.m.

A mandatory rehearsal will take place at the Chinese Cultural Centre on Wednesday June 27th, at 9:30 a.m. Students must attend this rehearsal in order to participate in the ceremony, as all details of the ceremony will be addressed.

We look forward to a comfortable, enjoyable afternoon with you, while you celebrate your daughter/son's success.

Sincerely,


Michael Wetzel
Principal

