

CAPITAL CITY HIGH SCHOOL INVITES YOU TO

EARLY GRADUATION INFORMATIONAL MEETING



THIS IS FOR ANY PARENT/GUARDIAN OF A 2024 CCHS GRADUATE

DECEMBER 12, 2023

6:00 PM

CCHS BLACK BOX

Chromebook Transfers

Graduating senior may get to keep their Chromebook (series 3180 or 3100) for free.

Limits:

- Student must have been enrolled with us (JCSD) for 4 years
 - Any student that is finishing virtual or through Launch is not qualified
- Students must have paid for insurance all 4 years

Transfer will be December 13th - 20th

During your Cav Time, Lunch, or before/after school.

Go to the Tech Center and see Mr. Knight with your Chromebook

Chromebooks are the possession of JCSD until December 20th.

This includes insurance coverage.



Your Student Account Will Close DEcember 20th!

Use a flash drive to download files

Complete Moving Files Before December 20

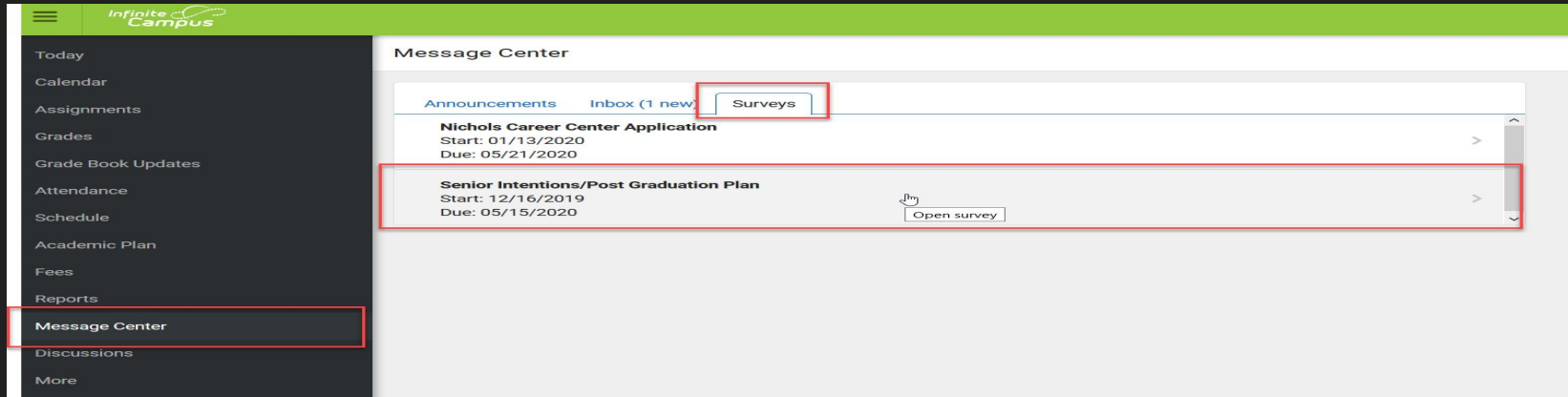
Download and save your file as a PDF. Copy your archive to ***another*** computer, flash drive or service. You could even email your archive.

Be sure this is done before your account closes on December 20.

Senior Intentions

ALL SENIORS MUST COMPLETE A SENIOR INTENTION. THIS NOTIFIES THE COUNSELING OFFICE WHERE YOU WANT YOUR FINAL TRANSCRIPT SENT.

- Due to the counseling office by Friday, December 15th at 3:40 p.m.
 - Let's do this now
- Please note any changes made after Friday, December 15th at 3:40 p.m. will not be reflected in the graduation program.



Requesting Transcripts

How do I request transcripts after I have graduated? **You will need to go to our [Capital City High School website](#), click on "Guidance and Counseling" in the top grey header. From there click on "Transcript Request Form". Please note it takes 2 to 3 days to process your request. You can also call Sarah Jones in the counseling office at 573-659-3242 for any questions, but form on website must be used.**

When will my final transcript be available? **Final Transcripts will be ready on or before Tuesday, January 16th. Transcripts will be sent to the destination chosen based off your senior intentions. If you do not fill out your senior intention, your transcript will not be sent automatically.**

What to do if you are starting college and your final transcript is not ready? **You can ask your counselor to provide a letter stating your on track for graduation and the date your final transcript will be available.**

No Longer a Student after December 20

When you visit the school after December 20th you are no longer a student, you are an alumni...

- ❑ If you have money on your lunch account: Email will.wright@jcschools.us
- ❑ You will need to sign in the office to visit.
- ❑ You will not qualify for Common Scholarships.
- ❑ You will need to go to our website to get a Transcript. Do not come by the school.
- ❑ You may not hang out in the parking lots or come into the building during the school day. You will need to return your parking passes on December 20th
- ❑ You may only attend the Sadies Dance and/or Prom as a guest.
- ❑ Your student account is closed, please refer to the "Early Graduate" tab on website.
- ❑ We are no longer responsible for communicating to you. You will need to use the following:
 - ❑ Twitter
 - ❑ Facebook
 - ❑ Website

“Seniors’ Last Day”: May 8 Beginning at 11:15 am

Seniors’ Last Day:

- Details for graduation practice will be shared at a later time

Commencement Day: THURSDAY, May 9

Time: 7pm

Capital City High School

- Cap and gown must be worn during commencement.
- NO ALTERATIONS MAY BE MADE TO CAP OR GOWNS. You are graduating as a uniformed class
- Boys should wear dress shirts with collars, tie, dress slacks (no jeans), and dress shoes.
- Girls should wear dresses, skirts, slacks (no jeans), and dress shoes (no flip flops or high heels).
- Tassels are worn on the right side of the cap.
- No flowers, corsages, cameras or purses will be worn or carried during the ceremony.
- Must be lined up by 6:30 pm.



Project Graduation

Project Graduation is a free celebration for graduates of CCHS only.

Hosted by parents of CCHS

Thursday May 9th 10 pm - 3 am

Doors will lock by 10:45 pm, and unless prior arrangements no one will leave before 3 am.

Signup is required: Link will be broadcast later

You must sign up before April 19th to be guaranteed a shirt.

You must be signed up before April 19th to be guaranteed a prize.

Senior Calendar

May 8 11:00 am Senior's Last Day: Graduation Practice (seniors only)
Drumline/Ringing Senior Bell

May 9 7:00 pm Commencement Services @ CCHS May 9

May 9 10 pm - 3 am May 14
Project Graduation
Sign up by going to

Be Sure You...

- ❑ Passed all Grad Requirements: Citizenship, US/MO Cons, and CPR
- ❑ Transferred your Chromebook
- ❑ Signed up for Project Graduation
- ❑ Returned all Textbooks and School issued materials
- ❑ Have ordered/picked up your Caps and Gowns
 - ❑ Contact Jostens if not Contact showmetradition@jostens.com 573-442-2855
- ❑ Done your Senior Intention form (Infinite Campus)
- ❑ Turned in Parking Pass
- ❑ Checked Fines and Fees (Infinite Campus)

If so, then you are ready to graduate!

December 20, 2023

- ❖ Last Day to turn in Homework
- ❖ Last Day to Save Google files
- ❖ Last Day to access IC
- ❖ Last Day to Transfer CB in Library

Questions

- Chromebooks
- No Longer a student after 12.20.23
- Last Day to Turn in Work
- Transcripts
- Graduation



Email shanna.schwarzer@jcschools.us or tim.ritter@jcschools.us