
Minnesota West - Jackson
2024 Graduation Information
Thursday, May 2nd at 6:00 pm
Jackson County Central High School Performing Arts Center

GRADUATION CEREMONY: The agenda for the evening is as follows on **Thursday, May 2nd:**
PLEASE be at the Jackson County Central High School Performing Arts Center BY 5:15 PM
DRESSED IN YOUR CAP & GOWN!

- Reception to follow ceremony at Minnesota West – Jackson Campus
- 5:15 pm Pick up name card and talk to Brian Reynolds for phonetic spelling
- 6:00 pm Graduation ceremony – (*Jackson County Central High School Performing Arts Center*)
- **Return gowns immediately after ceremony at MN West Jackson Campus**

Graduation Procedure

- 1. Be at Jackson County Central High School Performing Arts Center by 5:15 p.m. dressed in your cap and gown.**

How to Wear Your Graduation Cap and Tassel

The cap should be worn so that the tab is in the back and the point is directly in front, so that if looked at from above the cap would form a diamond on your head. Pull it down snugly so that the top of the cap is flat with your head. It shouldn't be pointing up or resting on top of a hairdo.

The tassel should be placed so that it hangs on the right side of your face.

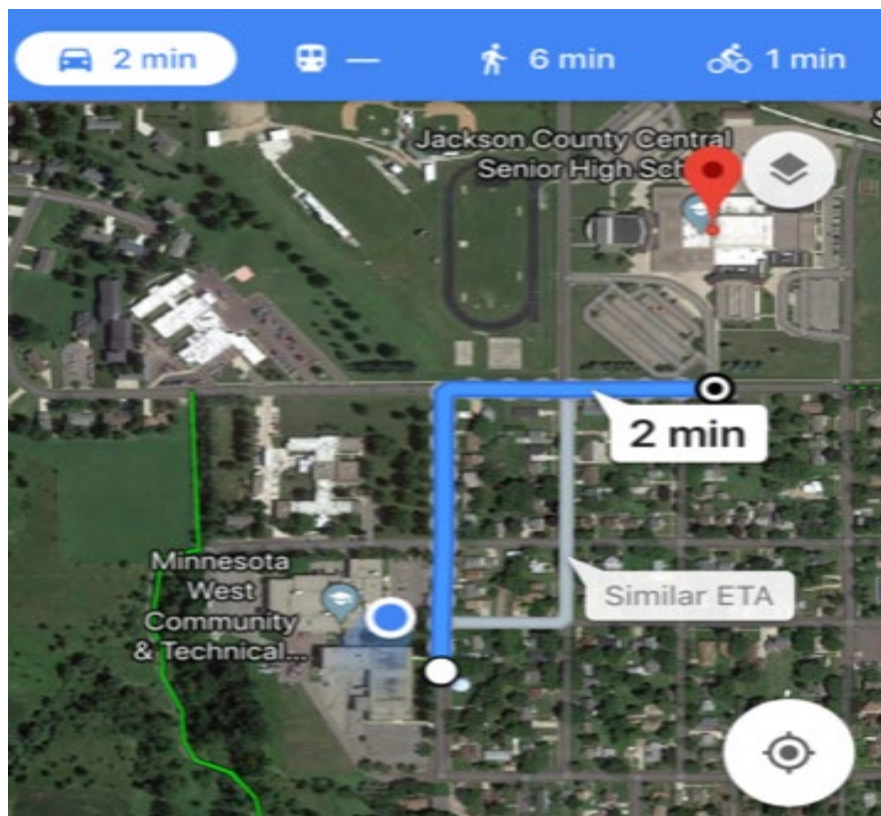
- 2.** Pick up name card and line up in the commons area. Meet with Brian Reynolds for phonetic spelling. Keep this card with you; you will hand that back to Brian when you walk to get your diploma cover. **We will march in at 6:00 pm sharp!**
- 3.** When graduates march in to the seating area, please remain standing for the National Anthem. You will be instructed to be seated after the National Anthem. The National Anthem Protocol allows for women's caps to remain on during the National Anthem. Men are to remove their caps.
- 4.** Each row rises as directed to receive your diploma cover. You will hand your name card to Brian. He will be at the podium on the right side of the stage. Wait until your name is read to proceed.
- 5.** Take the diploma cover in your left hand so your right hand is free to shake hands.
- 6.** After receiving your diploma cover, return to your row of seats, and sit back down.
- 7.** After everyone has received their diploma cover, you will be announced as the graduating class of 2024 at which you will be asked to stand and move your tassel to the left side.

8. You will then all be directed to rise to march out for the recessional after the Dignitaries and faculty.
9. Gowns **MUST** be checked back to the MN West Jackson Campus before leaving {you keep the tassel, cap and (if any) honor cords}. There is a \$25 charge for those who don't return their gown.
10. At the Graduation Ceremony, the student will be handed an empty cover. **Following Graduation**, the students will be mailed their diplomas to their permanent address on file after the grades are finished and a final degree check has been done. **Make sure to check that the permanent address on file is correct. Students will not receive a diploma if he/she owes money.** Make sure that you do your **exit counseling** at <https://studentaid.gov/exit-counseling/> if you have student loans.
11. **Remember, the Code of Conduct is still in effect. If you are under the influence of alcohol or drugs or become disruptive, you will be asked to leave.**

Driving Directions from Jackson Campus to Jackson High School.

From Minnesota West Community & Technical College – turn left out of parking lot:

- 1) Head north on West Street - .15 miles
- 2) Turn right onto North Highway - .10 miles
- 3) Destination will be on the left



ADDRESS INFORMATION:

Minnesota West – Jackson Campus
 401 West Street
 Jackson, MN 56143

Jackson County Central High School
 1128 North Highway
 Jackson, MN 56143