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**Minnesota West - Jackson**  
**2020 Graduation Information**  
**Thursday, May 7<sup>th</sup> at 7:00 pm**  
**Jackson County Central High School Performing Arts Center**

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**GRADUATION CEREMONY:** The agenda for the evening is as follows on **Thursday, May 7<sup>th</sup>:**  
**PLEASE be at the Jackson County Central High School Performing Arts Center BY 6:15 PM**  
**DRESSED IN YOUR CAP & GOWN!**

- 6:15 pm Pick up name card & boutonniere
- 7:00 pm Graduation ceremony – (*Jackson County Central High School Performing Arts Center*)
- Return gowns immediately after ceremony at MN West Jackson Campus
- Reception after ceremony at Minnesota West – Jackson Campus (*Sandwiches, Cake and Punch*)

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## Graduation Procedure

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- 1. Be at Jackson County Central High School Performing Arts Center by 6:15 p.m. dressed in your cap and gown.**

### How to Wear Your Graduation Cap and Tassel

The cap should be worn so that one of the points 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. Once you have received your diploma and been announced as the graduating class, you should grab the tassel and turn it to the left side. Leave it in this position until you remove your cap after the ceremony.

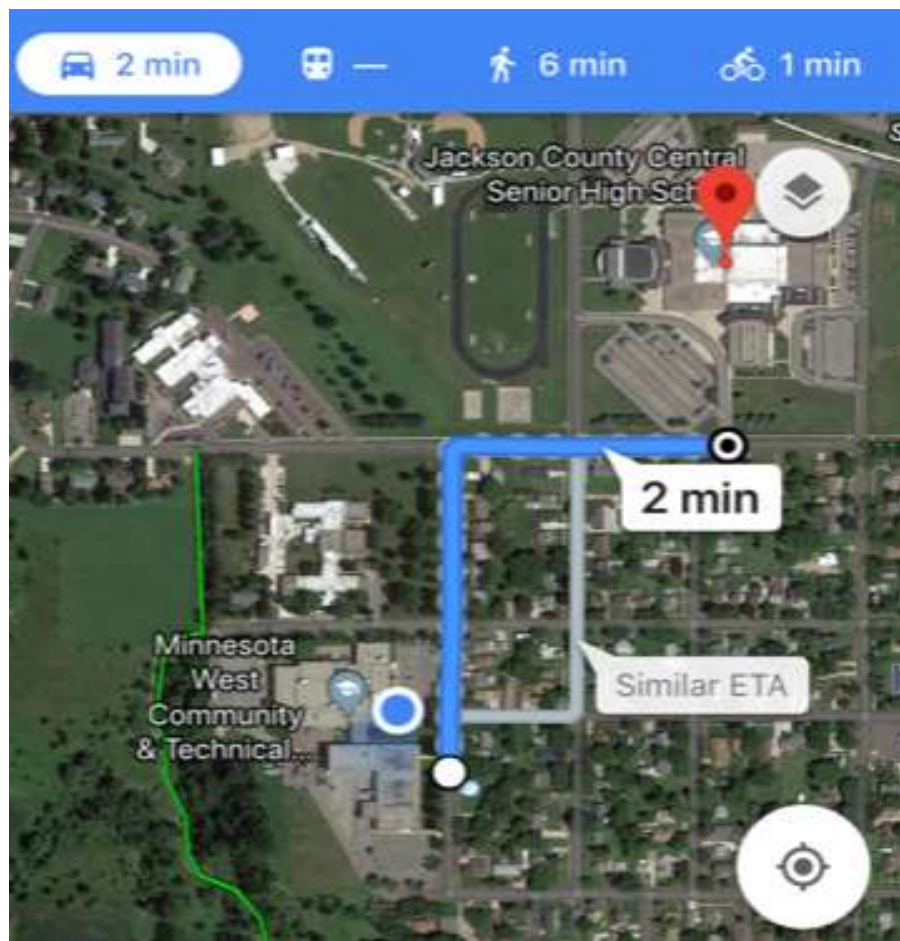
- 2. Pick up name card and line up in the commons area. **We will march in at 7:00 pm sharp!****
- 3. When graduates march in to the seating area, please be seated immediately!**
- 4. Each row rises as directed to receive your diploma cover.**
- 5. Take the diploma cover in your left hand so your right hand is free to shake hands.**
- 6. After receiving your diploma cover, return to your row of seats.**
- 7. After everyone has received their diploma cover, you will be announced as the graduating class of 2020 at which time you will move your tassel to the left side.**
- 8. You will then be directed to rise to march out for the recessional.**
- 9. Caps and gowns **MUST** be checked back to the MN West Jackson Campus before leaving {you keep the tassel, cap and (if any) honor cords}.**

10. **IMPORTANT: Students will not receive a diploma if he/she owes money.** Make sure that you do your **exit counseling** if you have student loans. At the Graduation Ceremony, the student will be handed an empty cover. **Following Graduation**, the students will be mailed their diplomas after the grades are finished and a final degree check has been done.
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