

**SENIORS** – If you need to pick up anything on campus there are two days you will be able to do this. This isn't just for personal items, but also for those items that have been signed out to you and you need to return before you will be able to get your cap & gown or diploma. This includes textbooks for academic and tech classes, calculators, tools for your tech classes and anything else that you have borrowed and need to return. These dates are **Wednesday, May 20<sup>th</sup> and Wednesday, May 27<sup>th</sup> from 8:30 – 2:00 only.** You must enter by the Banks Road gate, park in the high school lot and walk to the courtyard outside the cafeteria where someone will meet you to take you to the classrooms. **You must practice social distancing and wear a mask while on campus.**

There are several events coming up for you to participate in, including Senior Awards on May 21<sup>st</sup> (by invitation only) and Graduation on June 21<sup>st</sup>. To prepare for graduation, there will be cap & gown pick up and return days as you will see below.

- June 3<sup>rd</sup> 8:30 a.m. – 2:00 p.m. cap and gown pickup. You will also receive any cords, sashes, and medallions you have earned. Yearbooks have arrived and will be distributed, and you will get your freshman letters. If the mugs arrive on time, you will receive these as well. This is also when you will return laptops, textbooks, media center books, calculators, tools you may have borrowed from tech, and any other items you may have. You should also try to pay any obligations you may have (or even better - return those items as well). This can be done via the Estore. Check Virtual Counselor and if you think the amount is wrong email [katie.mclinskey@browardschools.com](mailto:katie.mclinskey@browardschools.com) for an update. **Important to note, you need to keep the bag your gown comes in for when you return it. We will be keeping them at ATC in case we are able to have an in-person graduation in July/August and we want to make sure you get the same one back.**
- June 10<sup>th</sup> 8:30 a.m. – 2:00 p.m. gown return (**reminder, you need to return the gown in the original bag**). This is when you will receive your diploma and technical program completion certificate and the covers to put them in. You will also get the ATC employment portfolio for those going to work either full-time or part-time, as well as additional certificates, and anything else we may have for you. At this point you must have paid any obligations and you must return any items you may have forgotten to bring back on June 3<sup>rd</sup>. If you still have anything outstanding, we cannot give you your diploma or certificate.

The process for both distributions is as follows:

- You must enter via Banks Road only
- Upon entering the campus, you will turn right at the first entrance to the high school parking area (the spaces near the portables)
- Follow this all the way to the end, turn left to the end, then turn left towards the high school building
- Enter the bus loop/student drop-off in front of the high school building – you will not be getting out of your vehicle. It will help if you make a sign with your

name on it and place it in the passenger's side dashboard so it can be seen through the windshield

- Someone will collect items from you and give you the items that belong to you
- You must leave campus immediately after collecting your items

Important to note – either you will need to come yourself, or a parent/guardian can come in your place. Your parent/guardian must have an ID as well as your school ID.