

# 2018 CSTHEA HIGH SCHOOL GRADUATION

## CALENDAR & SCHEDULE

GRADUATION REHEARSAL	THUR. MAY 17, 2018	(Graduate & a Parent or Legal Guardian MUST attend)
NEW SANCTUARY Abba's House of HIXSON, HIXSON, TN		
REHEARSAL:	6:00PM – 9:00PM	
HIGH SCHOOL GRADUATION & BANQUET DECORATION	THUR. MAY 17, 2018	
OLD SANCTUARY, Abba's House of HIXSON, HIXSON, TN		
DECORATIONS:	5:00 PM – 10:00 PM	(Contact Mrs. Hildreth for Times/E-Mail Address Below)
HIGH SCHOOL BANQUET	FRI. MAY 18, 2018	(Payment Due by May 11)
OLD SANCTUARY, Abba's House of HIXSON, HIXSON, TN		
DECORATIONS:	9:00AM - 3:00PM	(Contact Mrs. Hildreth for Times/E-Mail Address Below)
DOORS OPEN:	6:00PM - 6:50PM	
MEAL – FULL BANQUET ADMISSIONS	7:00PM - 7:30PM	
DESSERT – DESSERT & DRINK ADMISSIONS	7:30PM - 7:55PM	
PREFORMANCES, SONGS, SKITS, etc:	7:55PM - 10:30PM	
CLEANUP:	10:30PM - 11:00PM	
COMMENCEMENT EXERCISE	SAT. MAY 19, 2018	(Fee Due at Registration)
NEW SANCTUARY, Abba's House of HIXSON, HIXSON, TN		
ARRIVE:	11:00AM	
PICTURES TAKEN:	11:00AM – 12:15PM	
INSPECTION/ IN CAP & GOWN:	12:15PM	(At Rear of Church on Steps)
GROUP PICTURE:	12:20PM	(At Rear of Church on Steps)
IN CHURCH FOYER	12:40PM	
START PROCESSIONAL:	1:00PM	
SPEAKERS & DIPLOMAS:	1:15PM – 3:00PM	
RECEPTION:	3:00PM – 4:00PM	
CLEANUP:	4:00PM – 5:00PM	

**EXPENSES:** Your Grad. Fee is All you owe for Grad. but it only covers part of the total expenses incurred by CSTHEA  
 Expenses Include Diploma, Cap, Gown, Tassel, Decorations, Reception Food, Facility Fees, Speakers' Honorarium, Programs, Roses. CSTHEA covers all expenses over and above all graduation fees received.

**GRADUATION FEE (Due at Registration ; THEA Membership Must have been established prior to Dec 1, 2016) :**

- **Graduation Fee** \$180 for THEA Member. \$230 for Non THEA Members.

GRADUATION LOCATION ADDRESS	BANQUET LOCATION ADDRESS
Abba's House of Hixson (New Sanctuary)	Abba's House of Hixson (Old Sanctuary)
5208 Hixson Pike	5208 Hixson Pike
Hixson, TN 37343	Hixson, TN 37343

**BANQUET** (High schoolers Age 13 & over & adults only): (PAYMENT & FORM DUE BY MAY 12, 2018)

Watch the Esprit newsletter for details Also check the CSTHEA Website [csthea.org](http://csthea.org) to Obtain Reservation Form

Banquet Payment Instructions:	Banquet Payment Mailing Address:
1 Make out check to CSTHEA (Checks Only - NO CASH)	CSTHEA Banquet
2 Fee is \$20 / Person for Full Banquet w/Meal, Drink, & Dessert	c/o Mrs. Andrea Boyd
3 Fee is \$ 9 / Person for Dessert & Drink ONLY	7171 Cypress Point Place
4 Mail Banquet Fee & Completed Banquet Form to Address in Next Column	Ooltewah, TN 37363

**BIOGRAPHICAL SKETCH:** Max 200 words, We may edit as needed for length, content, &/or appropriateness.

(Due Feb. 1 by E-Mail; Send Bio to both addresses: [editor@csthea.org](mailto:editor@csthea.org), [janell@bontekoes.com](mailto:janell@bontekoes.com)

( \$25 Late/ Fee – Send Check Only, Made out to CSTHEA by Feb. 18)

**GRADUATION SPEECH OR PERFORMANCE:** Speeches, songs, instrumentals, etc. are subject to prior approval for appropriateness, duration, and time slot availability. Only a limited number can be accepted. Time limit is 5 minutes.

Due Feb 16 by separate e-mail to

**DISPLAY BOARD:** You must obtain your own easel. You may set up your display Thursday night, Friday before the Banquet, or Saturday morning before the graduation

**RESPONSIBILITIES:** Provide volunteers for decorating & cleanup; IF Needed. Have your Volunteers contact Mrs. Hildreth by April 21 at [joannafhildreth@gmail.com](mailto:joannafhildreth@gmail.com)