

# Intradistrict Communication

DATE: March 29, 2019

TO: High School Principals, Assistant Principals and Counselors

FROM: C. Brad Sorensen, Administrator of Schools  
Stacee Worthen, Secondary Counseling Specialist  
Sharon Jensen, Principal, Valley High School

SUBJECT: Critical Dates Regarding 24-credit Diploma through Valley High School

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Counselors and students planning to graduate with a 24-credit diploma from Valley High School need to be aware of the following date/deadlines:

- May 13, 2019        Names of all students planning to graduate with a 24-credit diploma must be submitted to Sharon Jensen, Principal of Valley High School.
- All students who are planning to walk at Valley High School's graduation ceremony need to contact Jostens at 1-800-JOSTENS immediately to order the Valley High School cap and gown package. If they have previously ordered from their boundary school, Jostens will help them with the cancellation and reorder of Valley High School colors.
- May 20, 2019        Deadline for official transfer of student to Valley High School.  
All transfer students must have credits complete and transcripts reviewed by their boundary school before transfer is submitted. Valley High School registrar will complete all transfers on May 20<sup>th</sup>.
- May 22, 2019        All students who are planning to walk during the Valley High School Graduation Ceremony must attend one of the following meetings at Valley High:
- |            |           |
|------------|-----------|
| 12:30 p.m. | 4:00 p.m. |
|------------|-----------|
- Each meeting will be approximately one hour. Students will not be allowed to walk with fellow graduates if they do not attend one of these meetings. Caps and gowns will be distributed at the end of this mandatory meeting.
- May 29, 2019        Valley High School Graduation Ceremony 2:00 p.m.  
Salt Lake Community College  
Lifetime Activities Center (4600 S. Redwood Rd, Taylorsville)
- May 30, 2019        Students who do not wish to attend the graduation ceremony may pick up their diploma at Valley High School.

Please make note of these important dates and ensure they are communicated to students who are planning to use this option.

\*Attached are instructions and the application for a 24-credit diploma through Valley High School.