



Everyone at Coaldale Prairie Winds Secondary looks forward to celebrating your high school graduation with you and your family! While this occasion is still quite a few months away, the following information will help you plan for this event.

There are two main activities for your graduation:

- The **Graduation Banquet** at the Coast Hotel. The evening activities provide a time for graduates to share and celebrate with their peers and families. There will be a banquet, program, and slide show production.
- The **Convocation Ceremony** at Prairie Winds Secondary. This is a formal cap and gown ceremony to recognize the accomplishments of each graduate.

There are five planning groups that work hard to make your graduation day outstanding:

- **Staff Grad Committee** - Caitlin Mattatall, Amy McDougall, Kim Alexander, Layne Lenhart, Rebecca Rosen-Fitzgerald, Serena Klassen, Jeff Smith
- **Awards Committee**
- **Student Grad Committee** - these meetings are open to all grade 12 students.
 - Student sub-committees commit to things like decorations, slideshows, programs, etc.
- **Decorating Committee**
- **Fundraising Committee**

Important Dates: Mark Your Calendar!

December 1 deadline	Baby/Childhood pictures must be submitted on Google Classroom or brought to the office to be scanned.
December 1 deadline	Grad quotes for Yearbook - submit on Google Classroom
February 24 - 28	Grad Photos - in the Drama Room. Information about booking times will be sent out.
April 1 deadline	Eligibility for FNMI status at convocation. Please email kimberly.alexander@pallisersd.ab.ca if you want to be recognized.
May 1 - May 15	Purchase Grad Banquet Tickets through School Cash Online. Ticket numbers and cost TBD. <i>All school/extra-curricular fees must be paid in full before banquet tickets can be purchased.</i>
May 30	Grad Banquet at 5:30 pm at the Coast Conference Centre in Lethbridge. Grads must be there by 5:15 pm.
June 11-14	Convocation tickets will be given to grads (ticket numbers TBD). There is no cost for convocation tickets. A live stream will be available.
June 24	Grad Rehearsal at Prairie Winds Secondary. 1:00 pm sharp. All grads must be in attendance.
June 25	Grad Convocation - Cap and Gown Ceremony Celebratory BBQ to follow.

Requirements for a High School Diploma:

To earn an Alberta High School Diploma a student must meet the following requirements:

Earn a minimum of 100 credits, *and*

Complete and meet the standards of the following courses:

- English 30-1 or 30-2
- Social Studies 30-1 or 30-2
- One of: Mathematics 20-1, 20-2, or 20-3
- One of: Science 20, Science 24, Biology 20, Chemistry 20, or Physics 20
- Physical Education 10
- Career and Life Management (CALM)
- 10 Credits in any combination from Career and Technology Studies (CTS) or Fine Arts or Physical Education (beyond PE 10), Second Languages, or Registered Apprenticeship Program.
- 10 Credits in any 30-level course IN ADDITION to English 30-1 or 30-2 AND a 30-level Social Studies course. Courses may include Science 30, Biology 30, Chemistry 30, Physics 30, Math 30-1, 30-2, or 30-3, Art 30, Drama 30, Music 30, Info Pro 30 modules, Com Tech 30 modules, Foods 30 modules, Fashion Studies 30 modules, French 30, Work Experience 35.
- The final 24 credits required can be from any combination of 20 and 30 level courses not already accounted for.
- **Any questions or concerns about grad requirements can be directed to our academic advisor:**
shannon.fraser@pallisersd.ab.ca



Graduation Checklist

- All diploma requirements have been met.
- Baby pictures and Grad Quotes have been submitted by December 1 through Google Classroom.
- Grad photos with Lifetouch (**February 24 - 28**)
- Purchase Graduation Banquet tickets on School Cash Online from **May 1 - May 15**. *Printed receipt online will be the only issued tickets.*
- Banquet Ceremony - **Friday, May 30th at 5:30pm**. Graduates arrive at 5:15 pm.
- All fees have been paid and all textbooks are returned by June 21.
- Graduation Rehearsal. Tuesday, June 24 at 1:00pm.
- Convocation Ceremony - **Wednesday, June 25 at 3:00pm**. Doors open at 2:50pm. Graduates arrive at 2:15pm.

BABY/EARLY CHILDHOOD PICTURES

As part of the slideshow presentation, a **clear** baby or early childhood picture of each graduate must be brought to the office or submitted on Google Classroom no later than **December 1**.

Please ensure pictures include the graduate's name.

FNMI Recognition

If your graduate qualifies for First Nations, Metis, or Inuit status, please contact the office or email Kimberly.alexander@pallisersd.ab.ca no later than **April 1**.

GRAD BANQUET

Friday May 30, 2025

Coast Hotel 5:30pm

Grads must arrive by 5:15pm

Assigned Seating

When you buy a ticket, you buy a seat at a table. Your assigned seats and table number will be indicated by seating charts displayed at the doors of the Coast Hotel. Due to limited space in the banquet room, we appreciate your understanding as we endeavor to accommodate all guests in a fair and equitable way.

TICKETS

Banquet tickets will be sold through School Cash Online from **May 1 - May 15 only**. Cost and ticket numbers still TBD.

Anyone, including graduates, planning to attend the banquet, must purchase a ticket.

If there are family circumstances which require additional tickets, please contact Mrs. Mattatall (caitlin.mattatall@pallisersd.ab.ca).

Due to fire restrictions, additional tickets are NOT guaranteed

Banquet tickets will not be printed. Your ticket is your receipt from School Cash Online. You can bring your receipt with you and we will also have a list printed, with table numbers at the ceremony.

When you purchase your tickets, please let us know if you have any dietary restrictions, mobility restrictions (wheelchair), or special seating circumstances by emailing caitlin.mattatall@pallisersd.ab.ca no later than May 15th.



Grad Banquet Ceremony

- 5:15pm Grads must be in the basement banquet rooms to line up for entrance.
- 5:30pm Guests with purchased banquet tickets should be sitting at their assigned tables.
- 5:35pm Ceremony begins and grads enter in a grand march (space permitting).
- 5:40pm Banquet dinner service begins
- 7:00pm Program begins (speeches and recognition)
- 9:00pm Program concludes



CONVOCATION CEREMONY

Graduation Convocation Info

Convocation tickets are free of charge, each grad will receive a **limited number of tickets for guests** (the graduate does not need a ticket) for their family and friends to attend the ceremony. Ticket numbers are still TBD. Graduates must meet the requirements for an Alberta High School Diploma, have all school fees paid, and books returned to be able to participate.

Graduates will be seated to the side of the gym into the atrium. Guest seating (family and friends) will be in the chairs/bleachers in the gym. Seating is limited, so **only those with a convocation ticket will be permitted to enter.**

Lifetouch is the official photographer and will take pictures of each grad receiving their diploma. As a gift from Coaldale Prairie Winds Secondary, the individual and group photographs will be provided to each graduate.

Parents/Guests are asked to remain seated during the convocation.

Graduation Convocation Coaldale Prairie Winds Secondary

**Wednesday, June 25, 2025 @
3:00pm**

Grads arrive @ 2:15pm

Doors open at 2:50pm

**Online Streaming will be
available.**



A Class of 2025 **GROUP PHOTO** will be taken prior to the ceremony inside the gym. Grads must be at the school no later than 2:15 pm or will not be included in the class photo.
Each Grad will receive a copy of the group photo.

Convocation Ceremony

**Wednesday, June 25 at Coaldale Prairie Winds
Secondary**

2:15pm	Grads assemble for Class of 2025 photo
2:50pm	Doors open for seating for those with a convocation ticket.
3:00pm	Convocation Ceremony begins
4:00pm	Conclusion of Ceremony

Rehearsal

**Tuesday, June 24
at Prairie Winds Secondary
@ 1 pm sharp**

All graduates **must** be in attendance.

Usually takes just over an hour if everyone is on time.

