



**June 3, 2023**

**Hosted by HomeschoolNewYork/LEAH**

**\*\*\*January 31<sup>st</sup> 2023 Registration DEADLINE\*\*\***

**Registrations may be submitted online, or by mail.**

All registrations postmarked or submitted after January 31<sup>st</sup> will incur a LATE FEE. **By: February 15<sup>th</sup> - \$25**  
**By: February 28<sup>th</sup> - \$45**  
**By: March 1<sup>st</sup> or later - \$65**

**NEW for 2023:** Late registrations may be submitted online (with late fees assessed at checkout) until April 1<sup>st</sup>.  
(See Late Registration Limitations below)

### **General Information**

**Eligibility:** Your family must be a current member of HomeschoolNewYork/NYS LEAH, or a local LEAH Chapter at the time of registration. If not a current member, go to [www.leah.org](http://www.leah.org) and **Join Now** or **Renew** before submitting your registration.

**Where/When:** The 2023 Commencement Ceremony will be held at The Smith Center for the Arts, Geneva, NY, on June 3, 2023 at 4:30 PM beginning with the graduate slideshow. Parents and graduates are required to attend the rehearsal tentatively scheduled for 1 PM on June 3rd, at The Smith.

**Ceremony:** The ceremony is a stand-alone event and offers parents the opportunity to honor their high-school graduate by presenting him/her with their diploma on stage, while a verse (chosen by the graduate) and future plans are read. Blue caps/gowns must be worn for the ceremony.

**Fee:** The non-refundable fee of \$125 includes: a cap, gown, and tassel (all royal blue); a diploma with matting and a plastic sleeve, the cost of mailing your gown package to you; your personal listing in the program (provided it is received by the deadline); and a 5x7 group photo of the graduates. Partial packages are available. We will personalize your diploma if purchased as part of your package (required information must be supplied).

**Late Registration Limitations:** Gowns are ordered in early March, sizes may be limited after that. Personalized diploma, inclusion in the program and/or the slideshow may also be limited dependent on the completion of those portions of the ceremony. Registrations are non-refundable, so check with Holly before registering late.

**Graduate Slideshow Presentation:** To be included in a slideshow presentation shown before the ceremony, provide 2-3 photos of the graduate (age birth-present suggested). Copies, or electronic photos are accepted. If you need them returned to you, include a self-addressed, stamped envelope large enough for your photos. If we do not receive a SASE, we will assume that you don't need the photos returned. **Please note that by sending photos, you agree that we are not responsible for lost or damaged photos.** Mail photos to the address for the registration form, or if electronic, send to: [upstatecommencement@nysleah.org](mailto:upstatecommencement@nysleah.org). The DEADLINE for ALL submissions is January 31<sup>st</sup>, 2023. **Please label EACH photo with first and last name.**

**Guests/Seating: NO TICKETS ARE NEEDED.** The Smith Center for the Arts has theater-style seating and includes a balcony. There are limited spaces for wheelchairs on the main level.

**\*\*\*OPTIONS FOR 2023 Graduates\*\*\***

**Graduate Photos:** A photographer will be available for families who would like a professional photo of their graduate. Please see the order form on the last page for ordering information. **Please note:** the form and payment **should not** be sent with your registration. **It must be mailed to LRS IMAGES** at the address on the photo form.

**Shout-Outs:** Shout-outs, or personal congratulations to your graduate, will be published in the Commencement program. The message must be appropriate and edifying. The commencement coordinator reserves the right to edit or refuse a shout-out if deemed inappropriate. Each shout-out will cost \$8.00 (non-refundable) for up to 20 words with any additional words \$ .40 (40 cents) each. Multiple shout-outs can be purchased by writing them on a separate sheet of paper and including the additional amount.

**T-Shirts:** We are offering 2023 T-Shirts for both graduates and parents again this year. The silk-screened shirts have an attractive design with the text: HomeschoolNewYork Graduate 2023 and are available in male grad (w/ block text), female grad (w/script text and a heart) and parent (Proverbs 22:6, Proud Parent) designs. Each is available for \$25 and must be pre-ordered on the order form.



**HomeschoolNewYork Commencement Coordinator:**  
**John and Holly Phillips**  
upstatecommencement@nysleah.org / 585-362-5833

**THE FOLLOWING MUST BE READ AND SIGNED** (on page 4):

## **HomeschoolNewYork/NYS LEAH Board Guidelines for Commencement**

To the graduates and their families:

The purpose of the Commencement Ceremony is to allow a special time to acknowledge the Lord's part in each family's homeschooling efforts, and to give Him glory, honor, praise and thanksgiving for guiding each family through their years of homeschooling.

In keeping with that purpose, we want to guard against anything which might disrupt this special time by establishing some guidelines which are designed to protect those who want to participate in a reverent time of acknowledging God's goodness.

Participation in the Commencement Ceremony is a privilege extended to member families, not a right of membership. The Board of Directors reserves the right to exclude from participation any member family if it is determined that their participation is not in the best interest of the organization, or of the reputation of Christian homeschooling.

We recognize that participation in contests, competitions, honors programs, etc., can provide powerful motivation in the pursuit of excellence and wholeheartedly congratulate the graduates on the achievement of any honors, awards, and trophies that they may have received. However, inasmuch as we have no control over, and makes no judgments with respect to, any particular awards and honors received by our graduates, the wearing of any honor garb, regalia, or other award insignia, in order to distinguish one graduate from another, is NOT permitted DURING the Commencement Ceremony or DURING the official group photograph. The graduate **may** include mention of any awards or honors received in their personal biographical material which is printed in the program and/or read during the awarding of diplomas. The graduate may also adorn themselves with their honor insignia immediately AFTER the ceremony if desired, and for any personal photographs, whether taken by the official photographer or by family and friends.

In our vigilance to uphold the honor and dignity of the occasion, we require the following standards for those graduates who wish to participate in the Commencement Ceremony.

**Modesty and birth gender are the standards for both ladies and gentlemen** and applies to both parents and graduates.

**Ladies:** Please wear a dress/skirt/top and dress shoes. Dress slacks are allowed but not preferred. Optional: jewelry and make-up.

**Gentlemen:** Please wear dress pants, dress shirt, tie, and dress shoes.

We urge each graduate and family to carefully consider how they present themselves: **\*Is it honoring to God? \*Does it show love and respect to your Christian brothers and sisters who may hold to different dress or achievement standards? \*Does it contribute to an atmosphere of dignity and honor?**

*The diploma presented by the parents is a personal choice and is not considered equivalent to a New York State issued diploma. The presenting of the diploma is not an endorsement by LEAH of completion of studies.*

If you have any questions or concerns, the full and detailed wording of each particular policy is available from the Board upon request.

## HomeschoolNewYork/NYS LEAH BOARD Guidelines Agreement

**\*\*\*Must be signed by each parent and the graduate\*\*\***

We have read the guidelines on the previous page and understand the purpose of this ceremony. We (includes the graduate and parents) agree to abide by these guidelines established by the LEAH Board and would like to participate in the LEAH Commencement Ceremony. Non-Compliance to the dress and regalia standards will be determined by the LEAH Board. Any participant who chooses to not follow the dress and regalia standards **may not be allowed** to participate in the ceremony.

**Parents:** \_\_\_\_\_ **Graduate:** \_\_\_\_\_  
\_\_\_\_\_ **Date:** \_\_\_\_\_

\*\*\*\*\*

We will supply you with a blank diploma. If you need us to personalize it, please include the following information. If you are personalizing it yourself, leave the section below blank but return with registration form.

### **Diploma Information: PLEASE PRINT CLEARLY**

**Full Name** (as you want it on your diploma): \_\_\_\_\_

**Name of School (optional):** \_\_\_\_\_

(This would be the name, if any, that you have given your homeschool. If you have not named your school, you may choose to use the words "Home School", "Homeschool", or you may leave it blank.)

**Shout-Out: PLEASE PRINT CLEARLY** (if more than 20 words are needed, submit the entire 'shout-out' on a separate piece of paper and include with your registration.)

**Graduate Name:** \_\_\_\_\_

_____ (word 1)	_____ 2	_____ 3	_____ 4	_____ 5
_____ 6	_____ 7	_____ 8	_____ 9	_____ 10
_____ 11	_____ 12	_____ 13	_____ 14	_____ 15
_____ 16	_____ 17	_____ 18	_____ 19	_____ 20

Please fill out each section completely, even though it seems you are writing the same things twice. The forms may be sent to different individuals.

### Diploma Presentation Information

Please PRINT **one** scripture verse from the version of your choice, or any special thought you'd like to share. We will include what we are able to, depending on the number of graduates.

**FULL NAME** (as you want it read on stage): \_\_\_\_\_

**PRINT ONE scripture verse from the version of choice** (include reference): \_\_\_\_\_

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**FUTURE PLANS or other thought to be read:** \_\_\_\_\_

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Example: Jane will be attending MCC in the fall to pursue a degree in Music, or, Jane would like to reach others for Christ.

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### Program Information

A short biography of each graduate will be placed in the program **PROVIDING** it is received by the deadline. Please include the following information and we will include what we are able.

**PLEASE PRINT CLEARLY – 50 word limit**

**FULL NAME** (as you want it in the program): \_\_\_\_\_

**Verse Reference** \_\_\_\_\_ **lives in (town)** \_\_\_\_\_

**Has been homeschooled for (#) years** \_\_\_\_\_. **List activities, ministries, etc.** \_\_\_\_\_

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**Future Plans:** \_\_\_\_\_

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For administrative use only:

LEAH Member \_\_\_\_\_ Slideshow \_\_\_\_\_ Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_ T-Shirt \_\_\_\_\_  
Dress Code \_\_\_\_\_ Return \_\_\_\_\_ Late fee \$ \_\_\_\_\_ Shout-Out \_\_\_\_\_ Diploma \_\_\_\_\_

## REGISTRATION FORM: **ALL the information is required. Please print neatly.**

**REQUIRED information (needed for photo and gown):** HEIGHT \_\_\_\_\_ WEIGHT \_\_\_\_\_

(No one sees this info except the commencement coordinator!)

**PLEASE CHECK NEEDED ITEMS:** CAP \_\_\_\_\_ GOWN \_\_\_\_\_ TASSEL \_\_\_\_\_ DIPLOMA \_\_\_\_\_

### ORDERING and PAYMENT INFORMATION

#### PLEASE CIRCLE YOUR SELECTION:

**Full Package:** Cap/Gown/Tassel/Diploma **\$125**

**Partial Package:** Cap/Gown/Tassel/No Diploma **\$117**

Cap/Tassel/Diploma only **\$116**

Cap/Tassel only **\$108**

Cap/Diploma only **\$108**

Gown/Diploma only **\$120**

Tassel/Diploma only **\$112**

Diploma only **\$105**

Tassel only **\$104**

Please note: If ordering partial package, dye lots may vary from items you may currently have. If providing your own diploma, we are unable to personalize.

#### OPTIONAL ITEMS:

**Additional Tassel** **\$15**

**Shout-Out** (Up to 20 words) **\$8**

\$ .40 per word for 21 words and over \$ \_\_\_\_\_

**T-Shirt** (circle size(S) and type) (**\$25 each**) \$ \_\_\_\_\_

**Male** S M L XL XXL

**Female** S M L XL XXL

**Parent** S M L XL XXL

**LATE FEE:** (postmarked after January 31<sup>st</sup>) **\$25**

(accepted and postmarked after February 15<sup>th</sup>) **\$45**

(accepted and postmarked after February 28<sup>th</sup>) **\$65**

\*\*\* **TOTAL DUE** \*\*\*

Please add together ALL items \$ \_\_\_\_\_

**Please make check payable to: LEAH.** To avoid late fee, forms and full payment **must be postmarked by January 31, 2023.**

**Send to:** LEAH Commencement  
373 South Seventh Street  
Lindenhurst, NY 11757

### RETURN THIS PAGE (Page 6)

#### Graduate

**Name:** \_\_\_\_\_  
(first and last) (Include Middle Initial or Name if you desire it to be used in slideshow or program)

#### Address:

House # and Street \_\_\_\_\_

City, State, Zip \_\_\_\_\_

**Parent Phone:** ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

**Email:** \_\_\_\_\_

(only list if you check it regularly)

#### Name of parent(s) participating in the ceremony:

**Father's Name:** \_\_\_\_\_  
(first and last name)

**Mother's Name:** \_\_\_\_\_  
(first and last name)

(Due to space limitations, only 2 parents are permitted in the parent section and to accompany the graduate on stage.)

#### Names of parents to be listed in the program:

(Step-parent(s) may be included if desired)

\_\_\_\_\_  
(first and last names)

**LEAH Chapter Name:** \_\_\_\_\_

**Chapter Leader Name:** \_\_\_\_\_

**Chapter Leader Contact:** \_\_\_\_\_  
(phone or email)

#### Check List: Have you included the following?

LEAH Board Agreement	_____	Height and Weight (required)	_____
Diploma Information	_____	Photos for slideshow (opt.)	_____
Program/Narrative Information	_____	T-Shirt order (opt.)	_____
Form – Pages 4, 5, and 6	_____	Shout-Out (opt.)	_____
Check Payable to: LEAH	_____		

**Did you send electronic photos? (deadline January 31<sup>st</sup>)** YES NO

## NYS LEAH Graduate Portraits & Ceremony Stage Photo order form

Date: **June 3, 2023**
**1st - Fill in info. Date** \_\_\_\_\_

NYS LEAH Commencement 2023

Student Name \_\_\_\_\_

ID# \_\_\_\_\_

Office Use \_\_\_\_\_

Parents Name \_\_\_\_\_

Phone \_\_\_\_\_

Address \_\_\_\_\_

email \_\_\_\_\_

**Orders can be placed online**

- **Order form and samples can be viewed at** [www.lrsiiimages.com/leahconv.html](http://www.lrsiiimages.com/leahconv.html)
- **Stage** - We are offering Ceremony Portraits. We take a picture of Mom & Dad with Grad on stage during the ceremony. Item #1 or #8. See web for samples.
- **Pre-Order Deadline Monday, May 3rd 2023.**  
Orders made after this date add a \$5 late fee to the total.

**2nd - Select Print Package that suits your needs by indicating quantity in box adjacent to choice.**

As a courtesy we mail the graduate class photo with your portrait order.

Package Photo offers											
Portrait - Formal Portrait				Stage	Wallets	Portrait					
Stage Photo - Taken during ceremony.		8 x 10	5 x 7	5x7	2" x 3"	Digital Image	Price	Qty.	Subtotal	Item	Sales Tax
#1	Family Grand w/Stage Photo	3	4	2	16	Image File	\$58.00			\$4.64	
#2	Family Pride pack - Portrait	2	2	1	24	Image File	\$48.00			\$3.84	
#3	Family & Friends - Portrait	2	3		16		\$37.00			\$2.96	
#4	Family Pack plus - Portrait		4		8		\$29.00			\$2.32	
• Prints to add to your package order ( available only to add onto package orders 1-4 or 8 )											
#5	Package - mix - PM (1) 5x7, (2) 3x5 Portrait		1	2			\$12.00			\$0.96	
#6	Package - mix - SM 5x7 Stage Photo		1				\$10.00			\$0.80	
<b>Event Images</b>		<b>5x7</b>		<b>Image file</b>							
#7	Digital Image File w/ reprint permission (Portrait & Stage)					1	\$38.00			\$3.04	
#8	Ceremony Stage Photo (5x7 Print)			1			\$16.00			\$1.28	
#9	Retouching blemishes						\$15.00			\$1.20	
#10	Grad Photo Mug	see web page for sample			1		\$22.00			\$1.76	

### 3rd-Make Payment

- Full payment due with portrait order.
- Pay by Cash, Check, Credit Card or PayPal.
- Make checks payable to **LRS IIIMAGES**.

**Returned Checks are subject to \$25 fee.**

- Complete separate order for each Graduate.

**Please send your order to our office address at top of page.**

NYS Sales Tax ID TF-4048617

*Thank you for your order!*

Order Sub-Total \$

NY State Sales

Tax

**8.00%**

Sales Tax

**Shipping**
**\$5.00**
**After May 3rd Late Fee**
**\$5.00**
**Grand Total**

Total Payment \$

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