

*The Education Alliance*  
**2018 Northwest Arkansas Home School Graduation**

***Bentonville Church of Christ, 904 N Walton Blvd, Bentonville, AR***

Graduation Ceremony: Saturday, June 2, 2018, 4:00 p.m.

Mandatory Rehearsal: Saturday, June 2, 2018, 2:00-3:00 p.m.

***This packet contains numerous amounts of instructions and information.***

**Please use the following checklist to make sure you have sent all of the required material to The Education Alliance by the appropriate deadlines! Thank you for your compliance!**

	DEADLINE	COMPLETED
<b>1. <u>MANDATORY</u> ITEMS:</b>		
Early Bird Registration Form & Payment	February 15	<input type="checkbox"/>
<b>OR</b>	<b>OR</b>	<b>OR</b>
Registration Form & Payment	March 25	<input type="checkbox"/>
Transcript	March 25	<input type="checkbox"/>
3 Photos of Graduate	March 25	<input type="checkbox"/>
Biographical Information Sheet	March 25	<input type="checkbox"/>
Copy of Current Year's Notice of Intent <b>2017-2018</b>	March 25	<input type="checkbox"/>
<b>2. <u>OPTIONAL</u> ITEMS:</b>		
Extra Tassel(s) ordered and paid for	March 25	<input type="checkbox"/>
Honor Graduate Cords ordered and paid for	March 25	<input type="checkbox"/>
Honor Graduate Information submitted	March 25	<input type="checkbox"/>
Graduate Speeches/Invocation/Benediction Or Musical Performances submitted	March 25	<input type="checkbox"/>
Community Service Award Application	March 25	<input type="checkbox"/>
Photos of Graduate submitted	March 25	<input type="checkbox"/>
Graduation Program Ad submitted	March 25	<input type="checkbox"/>

**Questions?**

**Contact The Education Alliance at.....**

Mailing Address: 414 S. Pulaski Street, Suite 9, Little Rock, AR 72201

Phone: 501-978-5503

Fax: 501-375-7040

Email: [info@arkansashomeschool.org](mailto:info@arkansashomeschool.org)

**PHOTOS ONLY :** [arkansashomeschool@gmail.com](mailto:arkansashomeschool@gmail.com)

# 2018 Northwest Home School Graduation Information Packet

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# I. PRE-GRADUATION REQUIREMENTS AND PREPARATION

## a. GRADUATE PARTICIPANT REQUIREMENTS:

In order to receive a diploma from The Education Alliance:

1. The student must be an Arkansas home school student and must be at least 16 years of age when they graduate, but not be older than 19 years of age at the beginning of the school year in which they graduate.
2. The graduate must be a current registered home school student and must provide a copy of their Notice of Intent to Home School along with all other required paperwork for graduation.
3. The graduate must have taken at least four courses within the last nine months as a home school student.
4. The student must have earned a minimum of *18 high school credits* (9<sup>th</sup> through 12<sup>th</sup> grade) in academic subjects. The credits must be high school courses not junior high courses.
5. Only current year seniors may participate in the ceremony.

If the graduate's parent believes that an exception needs to be made in their specific case, they must write out the reason(s) why and submit it to the steering committee. The steering committee will then determine whether or not an exception will be granted.

## b. DIPLOMA:

Graduates will receive a diploma from The Education Alliance. They are (9 x 7) and come with a navy cover. They will be signed by Governor Asa Hutchinson. There will be a space on the diploma for the signature of the home school parent(s).

Based on extenuating circumstances, The Education Alliance, reserves the right to deny a diploma to any applicant.

See section titled above "Graduate Participant Requirements", for specific requirements that must be met in order to receive a diploma from The Education Alliance. Please call Education Alliance at 501-978-5503 if you have questions.

## c. TRANSCRIPT:

Education Alliance has received questions from colleges and potential employers about our prior graduates and we need information in our files about each graduate's education. Therefore, each graduate must submit a transcript in order to receive a diploma. A transcript consists of all the courses that the graduate completed during 9<sup>th</sup> through 12<sup>th</sup> grades. Beside each class, list the letter grade that was earned each semester.

**An official transcript will be kept by Education Alliance on your student. You will be given one copy the day of graduation. If additional copies are needed, you will need to contact Education Alliance at (501) 978-5503.** Due to the high volume during graduation time, it might take longer to prepare the transcript. Please allow 3 to 4 weeks if additional copies are needed. Clearly mark the specific date the transcript is needed by if needed sooner.

The transcript should reflect only 9<sup>th</sup> through 12<sup>th</sup> grade courses. (Some 9<sup>th</sup> grade courses like Algebra I may be taken in the 8<sup>th</sup> grade, but it is still a 9<sup>th</sup> grade course.) To be eligible to graduate, the student must have earned a minimum of *18 high school credits* (9<sup>th</sup> through 12<sup>th</sup> grade) in academic subjects. The credits must be high school courses not junior high courses.

Please be advised that just because the student has earned enough credits to graduate from high school, he or she may NOT have all of the credits needed to gain **unconditional admission** to a college or university. Also, the student may NOT have the necessary credits to obtain a scholarship or other financial aid.

To obtain unconditional admission to a state supported college or university in Arkansas the high school student must have earned the following credits:

English – Four units with emphasis on writing skills, not to include courses in oral communications, journalism, drama or debate.

Natural Science – Three units, with laboratories, chosen from Physical Science, Biology, Chemistry, or Physics. Only one unit may come from a Life Science.

Mathematics – Four units, including Algebra I and II, Geometry, and an advanced math course.

Social Studies – Three units, including one of American History (does not include Contemporary American History), one of World History (not to include World Cultures, World Geography, or Global Studies), and at least one-half unit of Civics or American Government not to include courses in practical arts.)

These requirements frequently change. Updated requirements can be found on the Department of Higher Education website. See [www.ArkansasHigherEd.com](http://www.ArkansasHigherEd.com)

Please check with the college or university where the student is interested in attending to determine their specific requirements for admission and/or for scholarships and financial aid. Also, please be aware that more scholarships and financial aid are available for students immediately after their high school graduation. Please check with the college or university where the student is interested in attending to determine whether it is advisable for the student to graduate early and wait a year before starting college.

Please submit the transcript to Education Alliance by **March 25**. Students will **NOT** receive a diploma until a transcript is submitted to Education Alliance as well as a copy of the current year's Notice of Intent to Home School form. If the graduate has not completed his/her work for the spring semester, include a list of the classes that are currently being taken and indicate that no final grade has been determined. Academic courses **MUST** be completed within the calendar year in which the diploma is requested. If you have questions, please call us at (501) 978-5503 or e-mail us at [info@arkansashomeschool.org](mailto:info@arkansashomeschool.org).

#### **d. REGISTRATION AND FEE INFORMATION:**

**The Registration and Fee form is found in the back of this packet. This must be filled out completely and submitted to Education Alliance by**

**the deadline stated. The form may be e-mailed or faxed, but your student is not considered “registered” until payment is received.**

**e. APPAREL:**

Graduates will wear caps and gowns. The cost of the cap, gown and one tassel are included in the registration fee. The cap and gown are navy in color and are cloth, not paper or vinyl. The tassel is navy and old gold. The caps and gowns will be shipped by the U.S. Postal Service to each graduate approximately one month after the registration deadline and is theirs to keep.

No alterations or bedazzling is allowed to the cap and gown. Please keep in mind gowns are to hang between the knee and ankle. Do not hem them. It is important we receive the correct height and weight of student to determine the correct size of the gown

Underneath the gown, boys are to wear a solid dress shirt with a tie, dark slacks (no jeans) and casual or dress shoes (no tennis shoes, flip flops, or sandals). Girls are to wear a dress or blouse, dress pants/skirt with dress shoes (no jeans, tennis shoes or flip flops). **Students are not allowed to alter, change, or add to the cap and gown unless approved by the Education Alliance.**

Additional tassels may be ordered for \$10 each and **will be distributed at the rehearsal.**

## **II. THE DAY OF GRADUATION AND CEREMONY INFORMATION**

**a. REHEARSAL:**

**Every graduate must attend rehearsal!** This will be the **only** chance you will have to walk through the ceremony with the other graduates. It is very important that you are on time and attend practice. The graduates will rehearse the procedures for graduation. It is important for each graduate to know who they follow, if they lead, where to sit, when to cross the stage, etc. **Rehearsal will be in the Bentonville Church of Christ Auditorium and will start promptly at 2:00 p.m. Please be on time. We suggest arriving early to pick up the student packet and find their assigned seat.**

**b. SEATING RESERVATIONS:**

Seating is open to all on a first come, first serve basis. **Education Alliance staff does not get involved in the reserving of seats.** However, we would like to offer some suggestions. Please recognize that parents of graduates would like to sit in the front sections closer to their graduate. If you have a large group attending, we ask that you be respectful, kind and considerate in your seating arrangements and consider splitting up your group by placing extended family and friends behind the front sections thus allowing space for all parents to sit near their graduate in the front. Thank you for your cooperation.

**c. THE CEREMONY:**

The graduation ceremony will begin at **4:00 p.m.** with a processional by the graduates. The length of the ceremony will depend on the number of graduates, but the goal is **no more than 2 hours**. The final program has not been determined, but the plans include having graduate speeches and/or performances, invocation and benediction by a graduate,

awarding of diplomas, photos of each graduate and recognition of scholarships and honors. Each of those areas will be discussed separately.

**d. GRADUATE SPEECHES AND/OR MUSICAL PERFORMANCES:**

Some graduates are interested in giving a speech during graduation or giving the invocation or benediction. Other graduates are interested in singing, playing the piano, or some other type of musical performance. If you are interested in being a graduation speaker or performing, please indicate your interest on the registration form. ***Just by indicating you would like to perform, does not mean you will be performing. You will receive confirmation of your performance.***

Please send us a draft of your speech by **March 25**. You can e-mail the draft to [info@arkansashomeschool.org](mailto:info@arkansashomeschool.org) OR you can send it by regular mail to 414 S. Pulaski St, Suite 9, Little Rock, AR 72201, OR fax it to (501) 375-7040. If you are interested in some type of musical performance, please send us the name of the selection and a YouTube link, DVD, or CD of any prior performance. **Once again, this does not guarantee you will be speaking or performing.** Chosen participants will be contacted in advance.

If a large number of graduates express interest in speaking and/or performing some of the Education Alliance Steering Committee members will review the speech drafts and/or performance tapes that are submitted by **March 25** and make the selection.

When preparing a speech please remember the following guidelines. While it is important to thank friends and family members for their support and encouragement, the speeches should be applicable to all of the graduates and not just directed to the speaker's family. **The speeches should be no longer than 3 to 4 minutes.**

Each graduate who submits a draft speech or a performance by the **March 25** deadline will be notified whether he/she has been selected.

**If you are selected as a graduation speaker or performer, you will be required to attend a special rehearsal at 1:00 p.m. on the day of graduation.** You will give your speech or musical performance during this special rehearsal to make sure you are comfortable with the microphone, the stage and all of the surroundings.

**e. INVOCATION AND BENEDICTION:**

Graduates will be giving the invocation and the benediction during the graduation ceremony. If you are interested in being selected to give the invocation or benediction please indicate your interest on the registration form. Please send us a draft of your invocation or benediction by **March 25**. You can e-mail the draft to [info@arkansashomeschool.org](mailto:info@arkansashomeschool.org) OR you can send it by regular mail to 414 S. Pulaski St, Suite 9, Little Rock, AR 72201, OR fax it to (501) 375-7040.

Each graduate who submits a draft by the **March 25** deadline will be notified whether he/she has been selected. **If you are selected to give the invocation or benediction, you will be required to attend a special rehearsal at 1:00 p.m. on the day of graduation.** You will be given the opportunity during this special rehearsal to make sure you are comfortable with the microphone, the stage and all of the surroundings.

**f. AWARDING OF DIPLOMAS:**

As each graduate crosses the stage to receive his/her diploma, one of the Education Alliance staff or steering committee members will read biographical information about

the graduate. Attached to this packet is a **Biographical Information Sheet** that needs to be *completed* and *returned* to Education Alliance by **March 25**.

**g. POWER POINT PRESENTATION/PHOTOS OF GRADUATES:**

In addition to the biographical information, **3 photos** of the graduate will be used in several power point presentations that are shown during the ceremony on two screens located on either side of the stage.

**The 3 photos should be:**

1. Photo of graduate age 7 or under, preferably a baby photo.
2. Photo of graduate during pre-teen or early teen years (ages 10-13).
3. Photo of graduate that is recent (within the past 12 months) such as a graduate portrait.

The guidelines for photo submission are:

- The photos can be color or black and white.
- If you do NOT want to send any photos from the younger years, it is acceptable to only send a current photo to be used in the Senior Picture power point (when the graduate walks across the stage to receive their diploma).
- If you have photographs that you want to mail in, the size does not matter.
- They will be scanned and then transferred into a power point program. **Put the graduate's name and age on the back of the picture.** Graduate photos will be returned at rehearsal.
- If you have digital photographs or if you will be using a scanner, please save them as a **j-peg file** and send them by e-mail to [arkansashomeschool@gmail.com](mailto:arkansashomeschool@gmail.com)  
The rule for Education Alliance to have a sharp picture to work with is “the higher the resolution, the better”.

**IMPORTANT PHOTO INFORMATION:**

[Arkansashomeschool@gmail.com](mailto:Arkansashomeschool@gmail.com) is NOT the normal Education Alliance e-mail address. Because photo files are so large, we can **only** accept digital photos at this e-mail. If you choose to send your graduate's photos digitally, put the graduate's name in the file name and an indication of the age when the photo was taken.

The Education Alliance Office and the graduation venues reserve the right to reject any photograph that they may deem to be inappropriate. Please think of others when you select your photographs and do not include photos that might be offensive to others either due to content or modesty, for example.

**The deadline for submitting photos is March 25.** Because Education Alliance is out-sourcing the compilation of the power points used during the ceremony, any photo submitted after that date will not be guaranteed inclusion. **It is important to make arrangements for your child's senior picture to be made in time to submit to The Education Alliance before the deadline of March 25.**

**h. SCHOLARSHIP RECOGNITION:**

After all students have received their diplomas, Education Alliance allows time in the ceremony to recognize those graduates who have received scholarships to college. Please submit your graduate's scholarship offer(s) on the biographical information sheet or as soon as you learn of received scholarships. You may also update your information

by sending an email to [info@arkansashomeschool.org](mailto:info@arkansashomeschool.org) We will also provide a time at rehearsal for updating information.

The Education Alliance policy is that any other individual awards or presentations, such as military appointments, are subject to approval for inclusion in the ceremony.

**i. HONOR GRADUATE RECOGNITIONS:**

We would like to recognize those home school graduates who have excelled academically and should be named honor graduates. Education Alliance is a member of the National Home School Honor Society, Eta Sigma Alpha. If a graduate is a member of that honor society, Education Alliance will recognize that membership and allow them to be listed as an honor graduate. If you are not a member, but would like to become a member of Eta Sigma Alpha, please contact Education Alliance Office at 501-978-5503 or [info@arkansashomeschool.org](mailto:info@arkansashomeschool.org) for an application. Guidelines for qualifying are set by the National Home School Honor Society, ETA Sigma Alpha and not Education Alliance.

If you choose not be a member of the honor society, you can still qualify as an honor graduate. You must have earned at least a 3.5 grade point average on a 4.0 scale during grades 9 to 12, and have scored well on the ACT or SAT, which are nationally-normed standardized achievement tests. Please send The Education Alliance the following:

- Transcript
- Recent copy (within the last 12 months) of the student's test scores from a nationally normed standardized achievement test. **ONLY ONE** test is required. The student's score must meet the following minimums.
  - Old SAT combined score of at least 1800;
  - New SAT (March 2016) – 1200
  - ACT composite of at least 26; or
  - PSAT – 1200
  - PSAT 8/9 – 1200
  - PSAT 10 – 1200
  - ITBS – 90% Composite score

Education Alliance does NOT superscore ACT scores for determining honor graduates.

If you qualify as an honor graduate, you will be allowed to wear gold cords with your cap and gown. They can be purchased for \$10 and will be yours to keep. Please indicate on the registration form if you believe that you will qualify as an honor graduate. If you need to order the gold cords please send in the money with your registration fee. **The cords will be distributed at the rehearsal.**

**j. COMMUNITY SERVICE AWARD:**

Education Alliance presents a community service award to a deserving graduate each year. Many home school students invest a lot of their time volunteering in their churches/local community. We want to recognize a deserving outstanding senior who has given a lot of their time and talents in serving others.

If your graduate wants to be considered for this award, he/she should complete the Community Service Award Application and submit it to the Education Alliance Office no



later than **March 25**. Members of the Education Alliance Steering Committee will review the applications and make their selection.

### **III. OPTIONAL ITEMS**

#### **a. PHOTOGRAPHER/CAMERAS/PICTURES/VIDEO TAPING:**

Cameras and video recorders are allowed in the auditorium. Photos can be taken before, during, and after graduation.

A photographer will attend the graduation and take pictures at the moment each graduate receives his/her diploma. The photographer will also be available to take a posed portrait of the graduate immediately prior to rehearsal. If you want to set an appointment to have a portrait photo taken before rehearsal, please contact the appropriate photographer below:

**Baker Photography, Inc.**  
**100 Western Hills Drive**  
**Searcy, AR 72143**  
**501-268-3298**

You do not have to go to the photographer's studio to have this portrait made. However, if you would like to schedule a senior portrait, please contact the photographer above.

If you would like to order photos to commemorate this special event, please contact Baker Photography. Mr. Baker has developed a choice of packages for the two different photo opportunities – Package A includes one 8x10, two 5x7 plus 8 wallets for \$40; Package B includes two 5x7 plus 8 wallets for \$26. You must order and pay for the photos prior to or at rehearsal. Extra photos can be ordered to add to the different packages offered. Order forms will be placed in the box with your child's cap and gown and will be available at rehearsal. This is **OPTIONAL**. You do not have to purchase graduation photos.

#### **b. CLASS RINGS AND INVITATIONS:**

Education Alliance does not provide invitations for the graduation ceremony. If you want to purchase invitations or other "senior class" items please contact Jostens (*directly*) at [www.jostens.com](http://www.jostens.com) This is **OPTIONAL**! Shutterfly, Walgreens, CVS and other such stores provide invitations. Walmart and local jewelry stores sale Senior Rings.

You may also purchase announcements and invitations from HSLDA.org. The proceeds from these purchases go into a fund to help widowed and single-parent home school families purchase home school curriculum.

#### **c. CONGRATULATION GRADUATE AD IN PROGRAM**

Place an ad in the graduation program to congratulate your graduate on their academic achievement. We have 3 types of Ads for you to choose from - Music style, Athletic style, and Graduate style. Please see the attached order form for more details.

## IV. ADDITIONAL INFORMATION

### a. DIRECTIONS:

The North West Arkansas graduation ceremony will be held in the auditorium of the Bentonville Church of Christ. The church's address 904 N. Walton Blvd., Bentonville, AR 72712. From I-540, take exit 12 for 71B toward Bentonville. Go about 2 and a half miles and the church should be on your left.

### b. ACCOMODATIONS:

If you need a hotel room at a nearby hotel, here are some of the options available:

<u>Name of Hotel</u>	<u>Distance to Graduation</u>	<u>Phone Number</u>
Town Place Suites by Marriott	1.7 miles	479-621-0202
Candlewood Suites	2.0 miles	479-636-2783
SpringHill Suites	2.0 miles	479-464-4777
Days Inn & Suites	2.1 miles	479-271-7900
Hilton Garden Inn	2.1 miles	479-464-7300
Holiday Inn Express & Suites	2.1 miles	479-271-2222
Comfort Suites	2.2 miles	479-250-4418
Homewood Suites by Hilton	2.3 miles	479-636-5656
Country Inn & Suites in Rogers	2.3 miles	479-633-0055
*Double Tree	2.5 miles	479-845-7770

## NORTHWEST BIOGRAPHICAL INFORMATION SHEET

**Deadline for submission: March 25, 2018**

Mailing address: The Education Alliance                      E-mail the information to [info@arkansashomeschool.org](mailto:info@arkansashomeschool.org)  
414 S. Pulaski St, Suite 9                                      Or fax to (501) 375-7040  
Little Rock, AR 72201

Graduate's Full Name: \_\_\_\_\_

Graduate's Nickname or Name they prefer to be called by: \_\_\_\_\_

Home Town (your preference for listing in program and power point presentation): \_\_\_\_\_

Number of years home schooled: \_\_\_\_\_

### **A. Interests/Hobbies/Activities:**

Due to the growing number of graduates, we will have to limit the amount of biographical information that will be read about each graduate as they walk across the stage to receive their diploma. Ideas for inclusion are: Special Interests, such as, sports, piano, working on computers. Church membership, club membership, (example 4H), favorite volunteer ministry or activity, special awards because of your participation in a club or activity, etc.

Please write two or three *short sentences* about yourself that would include those interests/hobbies/activities that are most important to you.

1.

2.

3.

### **B. Future Plans:**

1. Are you attending college? If so which one?
2. If not attending college, what are your plans for next year?
3. What are your ultimate career goals?

### **C. Scholarships: Use back of sheet for additional space**

Be sure to include the \$ amount of the scholarships. Scholarships will be announced during the graduation ceremony. If you receive additional scholarships after this biographical information sheet is submitted, you may update your info by sending an e-mail to [info@arkansashomeschool.org](mailto:info@arkansashomeschool.org). (*Please send any update as soon as possible*).

**NORTHWEST COMMUNITY SERVICE AWARD APPLICATION**

**If interested in applying, please return by March 25, 2018**

Mailing address: The Education Alliance  
414 S. Pulaski St, Suite 9  
Little Rock, AR 72201

E-mail the information to [info@arkansashomeschool.org](mailto:info@arkansashomeschool.org)  
Or fax to (501) 375-7040

Graduate's Full Name: \_\_\_\_\_

Graduate's Address: \_\_\_\_\_ City/ZIP \_\_\_\_\_

Number of years home schooled: \_\_\_\_\_

Community service information needed for Grades 9 through 12:

- List all of the volunteer service activities (including service in your church).
- Include the date(s) of service and the average number of hours spent per week. Please be precise in total hours! If the student volunteers year round, you must give total number of weeks and total number of hours. ***(Example: 52 weeks x 4 hours = 208 hours)***.
- If it was a one-time project/activity, include the total number of hours spent and designate as a one-time project.

# 2018 Northwest Home School Graduation Registration Form

Please PRINT legibly

**CONTACT INFORMATION:**

Graduate's Full Name: \_\_\_\_\_  
 Graduate's Address: \_\_\_\_\_  
 City/State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Home Phone Number: Area Code (\_\_\_\_) \_\_\_\_\_  
 Cell Phone Number: Area Code (\_\_\_\_) \_\_\_\_\_  
 Email for Receiving Confirmations/Notifications: \_\_\_\_\_

**DIPLOMA and PROGRAM INFORMATION:**

Graduate's Full Name (as is should appear on the diploma): \_\_\_\_\_  
 Parent's Names (as they should appear on the diploma – we will print **EXACTLY** as you list the names)  
 Examples: Mr. & Mrs. OR Mr. and Mrs. OR John and Mary Doe OR John Doe, Mary Doe

Other step-parents or non-custodial parents that should be listed in the program and/or PowerPoint: \_\_\_\_\_

**CAP AND GOWN and CEREMONY INFORMATION:**

Graduate's Date of Birth: Month: \_\_\_\_\_ Day: \_\_\_\_\_ Year: \_\_\_\_\_  
 Graduate's Height and Weight: Height: \_\_\_\_\_ Weight: \_\_\_\_\_ (to select gown size)  
 Graduate's Gender: Male: \_\_\_\_\_ Female: \_\_\_\_\_  
 Graduation Speaker interest? Yes: \_\_\_\_\_ No: \_\_\_\_\_ Performance interest? Yes: \_\_\_\_\_ No: \_\_\_\_\_  
 Honor graduate interest? Yes: \_\_\_\_\_ No: \_\_\_\_\_

**REGISTRATION FEE (Indicate which one you qualify for):**

Early Registration Fee	Postmarked ON or BEFORE February 15, 2018	\$90	_____
Registration Fee	Postmarked ON or BEFORE March 25, 2018	\$110	_____
<b>TOTAL:</b>			_____

**OPTIONAL PURCHASES:**

Honor cords (only if qualified)	Yes: _____	No: _____	\$10.00 =	_____
EXTRA Tassel(s)	Yes: _____	No: _____	_____ x \$10.00 =	_____
<b>GRAND TOTALS:</b>				_____

**PAYMENT TOTAL AND PAYMENT TYPE:**

CHECK: Make checks payable to The Education Alliance (**Memo: Graduation**) Check # \_\_\_\_\_  
 CREDIT CARD: MC \_\_\_\_\_ VISA \_\_\_\_\_ DISC \_\_\_\_\_ # \_\_\_\_\_  
 Expiration Date: \_\_\_\_\_ CCV# \_\_\_\_\_  
 Name as it appears on the card: \_\_\_\_\_  
 Billing Address for card: \_\_\_\_\_

**Mailing address: The Education Alliance, 414 S. Pulaski St, Ste. 9, Little Rock, AR 72201**  
 Phone: 501-978-5503      [info@arkansashomeschool.org](mailto:info@arkansashomeschool.org)      Fax: 501-375-7040

## Northwest Graduation Payment Installments

This year you have the option of paying your Graduation Registration in (3) installments. We understand that the expense is sometimes difficult on families and might prevent a family from participating in our graduation.

Early Bird registration deadline is February 15 and cost \$90.00; after that date the cost is \$110.00. We would like to allow you the opportunity to make 3 installments, in 3 consecutive months and before the deadline.

– Yes, I would like to take advantage of paying for Graduation in 3 installments and to be paid in full by the graduation deadline of March 25, 2018, by using my credit card.

– Yes, I would like to take advantage of paying for Graduation in 3 installments and to be paid in full by the graduation deadline of March 25, 2018, by mailing 3 checks.

Student name: \_\_\_\_\_

Parent name: \_\_\_\_\_

(1) Payment of \$\_\_\_\_\_ to be ran on my credit card on the given date\_\_\_\_\_.

(2) Payment of \$\_\_\_\_\_ to be ran the following month on my credit card on the given date\_\_\_\_\_.

(3) Payment of \$\_\_\_\_\_ to be ran the following month on my credit card on the given date\_\_\_\_\_.

Name on Credit Card: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Credit Card: VISA MC DISCOVER AMERICAN EXPRESS

Exp. Date:\_\_\_\_\_ 3-digit CCV#\_\_\_\_\_ (on back of card)

Telephone: \_\_\_\_\_

Billing Address:  
\_\_\_\_\_

**Grand Total \$ \_\_\_\_\_ (MUST BE PAID IN FULL BY MARCH 25, 2018)**

*Office Use only*

Paid in full on \_\_\_\_\_ FC Main # \_\_\_\_\_

**NORTHWEST - GRADUATION PROGRAM**  
**CONGRATULATION AD ORDER FORM**  
**Due to the Education Alliance Office by March 25, 2018**

To place an ad in the graduation program congratulating and wishing your student well on their next journey, please follow the instructions below. Each ad layout style has three sizes to choose from. Please return form and photo to:

The Education Alliance | 414 S. Pulaski Street, Ste 9 | Little Rock, AR 72201

**Please check which ad size you would like to purchase.** (See samples on back)

Full Page ad (4.5" x 7.5")     Half Page ad (4.5" x 3.5")     1/4 Page ad (2" x 3.5")  
420 Character\* - \$60.00                      290 Characters\* - \$40.00                      No Message - \$20.00

*\*Includes Spaces and Punctuation*

**Please check which style of ad you would like.** (See samples on following page)

Graduate                       Music                       Athletic

**General Information**

Parent's Name \_\_\_\_\_

Student's Name \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

Email \_\_\_\_\_

**Payment Information**

MasterCard     Visa     Discover     Check     Check #

Card # \_\_\_\_\_

Exp Date \_\_\_\_\_    CCV (3 digit # on back of card) \_\_\_\_\_

**Graduation Ad Text**

Full Page or half page ads of any style contain words of encouragement to your student. Please limit full page ads to 420 characters and half page ads to 290 characters (both ads including punctuation and spaces). Please write **clearly** and **legibly** below or on a separate sheet of paper. You may also email the text to: [info@arkansashomeschool.org](mailto:info@arkansashomeschool.org) (Please include graduates name on email and a digital photo if you would like).

\_\_\_\_\_

\_\_\_\_\_

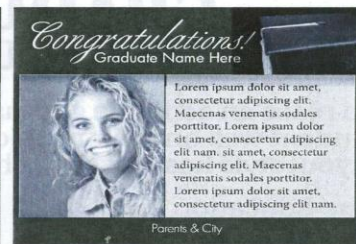
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Graduate Style

Show your graduate how proud you are with words of encouragement and displaying their senior photo in a graduate style ad. Each ad shows off your student as an official graduate for all to see.



## Music Style

If your graduate has a passion for music, make it known. Music takes dedication, hard work and skill and graduates can be recognized for their diligence.



## Athletic Style

How many hours have you spent in the bleachers cheering on your graduate or simply watching them practice? Though its generic your student will love seeing how you see them - as a super star!

