



March 26, 2018

Dear Graduate:

The Learning Bridge Career Institute would like to invite you to participate in our graduation ceremony. The graduation ceremony will be held at **6 p.m. on Sunday June 30, 2019 at the Plantation Inn in Houma, La.**

To cover the cost of graduation, there will be a graduation fee of **\$140.00**. This fee covers the graduation ceremony, Cap & Gown, Tassel, Honor Cord (if applicable), graduation photo shoot with photos, and diploma cover.

The **deadline** to pay your fees for graduation is **May 30, 2019**. **You may pay your fees at LBCI or online at www.lbcihouma.com.**

Graduation rehearsal will be held on Sunday June 30, 2019 from 10:00 a.m. – 11:30 a.m. at The Plantation Inn in Houma, LA.

Please note that you must complete the order form and pay the graduation fee to participate. LBCI, has also set up your graduation photo shoot at Picture Parlor in Houma. This photo shoot is of **no cost to you, if you have paid your graduation fee**, just show up looking your very best!

If you do not sign up for the graduation ceremony, you will not be able to participate. Please call LBCI to inform us of your graduation participation by **May 30, 2019**. If you have any questions or concerns, please contact the campus at 985-262-4685 and ask for Ashley Hawkins or Mrs. Greene.

Enclosed is an outline of graduation events and the cap and gown order form. You may also complete the graduation form online www.lbcihouma.com, however payment must be made at The Learning Bridge Career Institute via cash, credit card, or money order.

Sincerely,

LBCI Graduation Committee



Important Dates to Remember	Graduation Dates
May 30, 2019	Deadline to turn in all order forms and graduation fee of \$140.00
June 4 th 1pm-5pm ONLY June 5 th 1pm-5pm ONLY	You must take your graduation photos at Picture Parlor. Picture Parlor will have a Cap and Gown available for your photo shoot. NO MONEY IS NEEDED to take these photos. Picture Parlor is located on East Tunnel Blvd and their number is 851-0353. Your name must be on the graduation list in order to take your photos on this date.
June 17, 2019 Valedictorians only	Valedictorian turn in a typed speech to administration on this date. <u>Failure to attend will result in not delivering your speech on graduation day.</u> Valedictorians will be contacted after on June 1st. This speech can be emailed to ygreene@lbcihouma.com
June 30, 2019	Mandatory Graduation Rehearsal at 10:00AM SHARP at the Plantation Inn in Houma, La.
June 30, 2019	Graduation! Please be at the Plantation Inn on West Tunnel Blvd. at 6:00 Sharp. Graduation starts at 7:00 Sharp.
June 30, 2019	All graduates must remain in order to take a group photo!

- Please note that dark clothing and shoes are recommended for the ceremony, which will coordinate with your graduation gown.
- The tassel should hang to the left of the face and the mortarboard (cap) is worn straight on the head with the point of the cap in the center.
- If you are wearing pants, LADIES, we ask that you wear dark blue or black pants with blue, black or brown shoes. Wearing anything else will NOT make for a good photo.
- Any student that **does not** follow the proper dress code **will not** be permitted to participate in the ceremony.
- Graduation fees are non- refundable.
- Graduation tickets will be issued based on the number of graduates participating

*All graduates who obtained a minimum average of 3.5 or above will graduate with full honors
All students who have completed more than ¾ of their program and wish to participate with a 3.5 or above will graduate with honors with a whit cord.*