



# TALAWANDA HIGH SCHOOL

5301 University Park Boulevard, Oxford, Ohio 45056 | (513) 273-3200 | (513) 273-3203 fax

*Empowering Every Learner Every Day!*

May 19, 2023

RE: Graduate Preferred Names

Dear THS Parents and Guardians,

We continue to review our policies and procedures regarding our graduation ceremony, specifically as it relates to student names that are printed in the program as well as those that are read as each graduate crosses the stage.

The graduation program, like all official school documents, needs to include the full, legal name of each graduate. However, we do appreciate that some of our students prefer a name other than that on their birth certificate. With that in mind, we are looking to extend the opportunity for parents/guardians to permit a preferred name as your graduate crosses the stage.

Please complete and return the bottom of this letter to the THS Main Office no later than 3 PM on Wednesday, May 24 in order to allow the ceremony planning team to make the appropriate adjustments.

Yours in Education,

Scott Davie

Principal, Talawanda High School

#THSFamily

#Educate&Prepare

Please detach & return by 5/24/23 @ 3 PM

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Student Legal Name: \_\_\_\_\_

Student Preferred Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_