



HIGH SCHOOL OF ART AND DESIGN
245 East 56th Street
New York City, NY 10022
Phone: 212 752-4340 Fax: 212 752-4945

www.artanddesignhs.org Manuel A. Ureña, Principal

Statement of Conduct Regulations
PARTICIPATION IN SENIOR ACTIVITIES FOR THE CLASS OF
2019 WILL NOT BE ALLOWED UNTIL THIS FORM IS
COMPLETED AND RETURNED

Please return this page to Mr. Familia, Room 701A, to ensure your son's/daughter's participation in all Senior Activities for the Class of 2019

1. I understand that if I violate any school rule that results in suspension from school or classes and/or dean activity at any time during the senior school year, I am subject to be removed from senior activities
2. I understand that I will not be allowed to attend the Senior Trip and/or Senior Prom if:
 - a. If I owe any classes from Spring, Summer and/or Fall of 2018
 - b. If I am required to take PM Classes in the semester in which the Senior Trip or Senior Prom may take place
 - c. If I am currently failing a REQUIRED class to graduate
3. I understand that if I fail to maintain passing grades and fail to progress toward graduation, I will not be eligible to attend Senior Trip(s), Senior Prom, Senior Luncheon and Graduation.
4. **I understand that any and all actions deemed dangerous, malicious or harmful will result in suspension and exclusion from all senior activities which includes the Graduation Ceremony.**
5. I will not consume, distribute, possess or be under the influence of any form of alcoholic beverage and/or drugs during school or at any school activity. Violation of this provision will automatically exclude me from all senior and school extracurricular events. Further consequences may include, but are not limited to, suspension or expulsion from school and/or referral to the appropriate authority

*Student's full name (type or print)

*Student I.D. Number

*Student's Signature

*Date

Mr. Familia
Senior Advisor &
Coordinator of Student Activities
lfamilia@schools.nyc.gov
212-752-4340 EXT 70102

**The High School of Art & Design
Conduct Regulations Contract
Senior Class of 2019**

**PARTICIPATION IN SENIOR ACTIVITIES FOR THE CLASS OF 2019 WILL
NOT BE ALLOWED UNTIL THIS FORM IS COMPLETED AND RETURNED**

ACKNOWLEDGEMENT

**Please return this page to Mr. Familia, Room 701A, to ensure your
son's/daughter's participation in all Senior Activities for the Class of 2019**

Retain the first page for your information

I have read the contract and understand the rules and consequences outlined in the:
“Statement of Conduct Regulations”

*Student's full name (type or print)
Number

*Student I.D.

Student's Height _____ Student's Shirt Size _____

Student's Sweater Size _____

(Note: Size runs a bit small)

*Student Signature

*Date

I have discussed the above contract with my son/daughter and understand the
rules and consequences outline in the: **“Statement of Conduct
Regulations”**

*Parent/Guardian Signature

*Date

(Must be signed even if student is 18 years of age)

*All fields must be filled out

CONTACT INFORMATION

(Optional)

Dear Parent/Guardian:

Would you like to receive direct Senior Class updates regarding events?

Please provide your e-mail address below:

Parent/Guardian Name

PLEASE PRINT

Child's Name:

PLEASE PRINT

Parent/Guardian Phone#

HOME

CELL

Parent/Guardian E-Mail:

PLEASE PRINT

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Manuel A. Ureña, Principal

September, 2018

Dear Parents, Guardians and the Class of 2019:

SENIOR YEAR! This year will be an exciting and challenging year. Exams, college essays and a host of senior events are all ahead of you. Proper senior conduct and timely payments of the **MANDATORY SENIOR DUES** and additional fees can make this a year to remember.

The purpose of this letter is to give you an estimate of expenditures to be expected for the graduating class of 2019. ***The mandatory senior dues are \$170.00.*** Additional, **yet optional, ESTIMATED** fees include senior trip (approximately \$300.00 per person), Senior Prom (approximately \$160.00) per person), Class Ring (prices vary – Jostens/Herff Jones), Senior Portraits (prices vary – Continental Studios), and extra spending money for senior school events.

Please remember: **SENIOR DUES ARE MANDATORY & NONREFUNDABLE**

Payments will be accepted in ***MONEY ORDER ONLY.*** *Personal checks will not be accepted.*
Money orders must be made out to:

DUES:	THE H.S. OF ART & DESIGN – SENIOR DUES 2019
TRIP:	THE H.S. OF ART & DESIGN – SENIOR TRIP 2019
PROM:	THE H.S. OF ART & DESIGN – SENIOR PROM 2019

******PAYMENTS FOR DIFFERENT EVENTS CANNOT BE COMBINED******

Money orders are available in banks, check cashing facilities, (Western Union & Money Gram) and US Post Offices (domestic ONLY). Samples of different money orders are included in this packet. A list of events and payment dates will be forthcoming. Please bring your payments to the Senior Office (room1001) during lunch periods only. Make sure you save your receipts. **Sorry, there are NO PARTIAL PACKAGES.**

Let's make this senior year a safe and enjoyable one!

Kind regards,

Mr. Familia

Senior Advisor &

Coordinator of Student Activities

lfamilia@schools.nyc.gov

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SENIOR DUES 2019

Includes:

**Senior "19" T-Shirt
Senior "19" Sweatshirt**

Senior Catered Luncheon

TBA

11:00pm – 2:00 PM

Senior Awards Night

TBA

5-8 pm

School Auditorium

Graduation

TBA

9am @ Hunter College Graduation Assembly Hall

**Seniors report at 8am

**Guest will be seated at 8:30am

(4 Tickets per Student for Family or Friends)

Diploma Cases

Yearbook

Caps, Gowns & Hoods

Total \$170.00



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GRADUATION 2019

Hunter College- Graduation Assembly Hall **TBA**

Ceremony starts at 9am.
(Seniors report at 8:00 am- Hunter College Cafeteria)

SENIOR TRIP **Friday through Sunday January 25th -27th, 2019**

Honor's Haven Resort & Spa
Address: 1195 Arrowhead Rd, Ellenville, NY 12428
Phone: (845) 210-1600

SENIOR PROM **TBA**

Tribeca 360°
Address: 10 Desbrosses St, New York, NY 10013
Phone: (212) 625-2600



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HIGH SCHOOL OF ART & DESIGN CONTRACT FOR OUTSIDE GUESTS

Guests to The High School of Art & Design Senior Prom 2019 must have this form signed by their school administrator. This form must be returned to **Mr. Familia, Room 701A**, by **Friday, June 7, 2019** (tentative) for approval. **NO GUESTS WILL BE APPROVED AFTER THIS TIME.**

Guest Name (Print) _____ Guest Signature _____

Date _____ Address _____

Parent Name(s) _____ Phone(C) _____

Guest Parent Signature: _____ Date _____ Grade _____

The above student is in good standing with our school. Signed forms can be scanned and emailed to mde Souza@schools.nyc.gov or faxed to 212-752-4945.

Administrator Name (Print) _____ Phone _____

Signature _____ Date _____

REQUIREMENTS

- HSAD students may only register ONE outside guest.
- Guests attending HSAD Senior Prom must be at least in 11th grade and may not be older than 20 years.
- All outside high school students entering the prom must present a Student ID card at the check-in table.
- Attire must meet guidelines set by the school.
- Appropriate dancing will be enforced.
- Anyone failing to cooperate with chaperones may be expelled from the prom.
- College students must present their driver's license at the check-in table.
- Use, distribution, or possession of drugs, alcohol and tobacco is prohibited. Authorities and parents will be notified.

I agree to comply with all guidelines set forth by The High School of Art & Design and personnel working the Senior Prom. If I have given any incorrect information or have not followed the above requirements, I will not be allowed to attend the Senior Prom and my ticket will not be refunded.

Art & Design's Student ID# _____

Name (Print) _____ (Signature) _____



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SENIOR CLASS PAYMENT PLAN

***YOU HAVE THE OPTION TO PAY THE FULL AMOUNT BEFORE OR ON THE**

INDICATED DATE LISTED BELOW*

*****TRIP PAPERWORK WILL BE ISSUED UPON FIRST PAYMENT*****

OCTOBER 5th, 2018 **SENIOR DUES - \$85.00 (Payment 1)**

OCTOBER 26th, 2018 **SENIOR DUES - \$85.00 (Payment 2)**

DECEMBER 7th, 2018 **SENIOR TRIP - \$150.00 (Payment 1)**

DECEMBER 21st, 2018 **SENIOR TRIP - \$150.00 (Payment 2)**

APRIL 12th, 2019 **SENIOR PROM - \$80.00 (Payment 1)**

APRIL 26th, 2019 **SENIOR PROM - \$80.00 (Payment 2)**

ANY STUDENT WHO IS UNABLE TO MAKE THESE SCHEDULED PAYMENTS MUST VISIT Mr. Familia IN THE COSA OFFICE (ROOM 701A) TO WORK OUT A PAYMENT ARRANGEMENT. FAILURE TO DISCUSS AN ARRANGEMENT FOR SENIOR DUES COULD RESULT IN A DELAY IN PROCESSING AND PARTICIPATION

Mr. Familia

Senior Advisor &
Coordinator of Student Activities

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