

## Dear Graduate,

On behalf of the staff of the Department of Pediatrics at Memorial Sloan-Kettering Cancer Center, I would like to congratulate you on your upcoming high school graduation.

We are writing to invite you and your family to participate in our 5<sup>th</sup> Annual Convocation Celebration on Wednesday, June 8<sup>th</sup>, 2011. The celebration includes a formal Convocation Ceremony, followed by a luncheon for graduates and their families, and an opportunity to reunite with old friends from the Pediatric staff.

There are many different ways in which you can participate in Convocation.

- At minimum, we can recognize your graduation by having your name and high school published in our printed materials.
- If you're able to attend the ceremony, there will be added opportunities for personal and family portraits, interviews and speaking opportunities for our commemorative DVD.

This packet includes the following documents. We ask that you complete these items and return them using the envelope provided, or by faxing the materials to 212-639-3024, no later than May 1<sup>st</sup>. You can also download the documents at <a href="www.mskcc.org/pediatricconvo">www.mskcc.org/pediatricconvo</a> and return them via email to <a href="convo2011@mskcc.org">convo2011@mskcc.org</a>.

## 1. Questionnaire

- Fill this out so we have a better idea of what you have been up to!
- We have various certificates and match them to our graduates based on your academic and extracurricular accomplishments and interests

## 2. RSVP Card

• Let us know if you can attend the ceremony and reception or if you would like to be included in our printed event program.

## 3. Photo Consent Form

• This form gives us permission to take photos and video of you and your loved ones for commemorative videos and for you to keep!

If you have any questions about Convocation, or would like more information, please feel free to contact me directly at 212-639-2285, write to <a href="mailto:convo2011@mskcc.org">convo2011@mskcc.org</a>, or visit us on the web at <a href="https://www.mskcc.org/pediatricconvo">www.mskcc.org/pediatricconvo</a>. Again, congratulations on your high school graduation.

Sincerely,

Rachel Corke
Patient Services Coordinator

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Department of Pediatrics