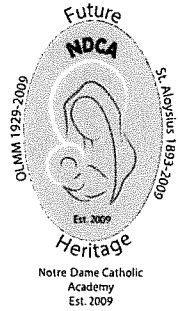


Notre Dame Catholic Academy of Ridgewood

62-22 61st Street
Ridgewood, New York 11385
718-821-2221 • Fax 718-821-1058
www.notredame-ca.org



September 30, 2020

Dear 8th Grade Parents:

We will begin the process of having the diplomas prepared very soon. It is your choice how you want your child's name printed on the diploma (no nicknames) – first name, last name OR first name, middle initial, last name OR first name, middle name, last name. However your child's name appears on the diploma is how it will be announced at graduation.

Please print your child's name exactly as you wish it to appear on the diploma. We ask that you sign and date this letter, so that we may keep it on file with our graduation records. Once we receive your signed letter and submit your child's name to the diploma company, we cannot make any changes. All responses are due by Friday, October 9th.

Many thanks for your cooperation!

Very truly yours,

Jennifer DiLorenzo
Principal

My child's name should appear on the diploma as follows:

Please print child's name clearly on the line above

Parent's Signature: _____

Date: _____

