**Media Alert**

**[INSERT LIBRARY LOGO]**

Media Contact(s): Contact name

Contact phone number Contact email

First Students Receive Accredited High School Diplomas through *Gale Presents: Excel Adult High School* at **[INSERT LIBRARY NAME]**

[NOTE: Media alerts typically do not have a sub­headline, but if local government leaders or other notable persons will be in attendance, include a subheadline. Example: Mayor John and Library Director Officiate Library’s First High School Graduation Ceremony on **[INSERT DATE]**

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| **What:** | A ceremony to recognize the first **[INSERT COMMUNITY NAME]** graduates from the *Gale Presents: Excel Adult High School* program. This offering is provided by **[INSERT LIBRARY NAME]** in partnership with Gale, part of Cengage Group, to provide adult learners a second chance at earning a high school education at no cost. Currently, more than **[INSERT RELEVANT STATISTIC FROM U.S. CENSUS BUREAU DATA]** adults in **[INSERT NAME OF CITY]** lack a high school degree or equivalent. **[INSERT COMMUNITY NAME]** and graduate **[INSERT NAME AND BACKGROUND]** will speak at the event about **[INSERT SPEECH TOPICS]**.Graduates will also receive their diplomas while wearing their caps and gowns. Family and community members will be in attendance. |
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| **When:** | **[INSERT DATE AND TIME OF GRADUATION]** |
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|  |  |
| **Where:** | **[INSERT FULL ADDRESS OF EVENT, INCLUDING SPECIAL PARKING INSTRUCTIONS FOR NEWS VANS, IF NECESSARY]** |
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| **Presenters & Special Guests:** | **[LIST SPECIAL GUESTS IN ATTENDANCE AND AVAILABLE FOR MEDIA INTERVIEWS (MAYORS, COMMUNITY LEADERS, LIBRARY LEADERS, AND GRADUATES)]** |

**NOTE TO REPORTERS:** **[INSERT LIBRARY NAME]** invites you to come and cover the graduation. For additional information or to schedule an interview, please reach out to **[INSERT MEDIA CONTACT NAME, EMAIL, AND MOBILE NUMBER]**.

**About [INSERT NAME OF LIBRARY]**

“About Us” section―include your library’s standard boilerplate paragraph.

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