BACHELOR’S & ASSOCIATE
ACADEMIC REGALIA ORDER FORM

Please print clearly and complete all fields.

__________________________________________
Last Name

_______________________________________________
First Name and Middle Initial

_______________________________________________
Preferred Phone Number

_______________________________________________
Preferred E-Mail Address

[ ] Male [ ] Female

Height (feet and inches wearing shoes)

_______________________________________________
Weight (do not leave blank)

PLEASE SELECT UNDERGRADUATE DEGREE

[ ] Associate  [ ] BS  [ ] BMUS
[ ] BA  [ ] BBA

Major: ________________________________

STOLES OF GRATITUDE
Is there a special person — a parent, relative, spouse, sibling, mentor, professor or classmate — who through educational, inspirational, moral or financial support, made a big difference in your academic achievement? The WCSU Stole of Gratitude offers an opportunity to say, “Thanks for helping me succeed.” Stoles are $20 each. Supplies are limited, so make sure to reserve yours today.

PAYMENT & PICKUP INFORMATION
Credit and debit cards can be accepted online at wcsu.edu/capandgown. Complete this paper order form for checks/money orders, made payable to “WCSUAA/Commencement” and mail to: WCSU Alumni Office, Old Main 302, 181 White Street, Danbury, CT 06810. No cash will be accepted.

A full set of bachelor’s and/or associate academic regalia (cap, gown, hood & tassel) costs $55. The stole of gratitude costs $20. Regalia orders are due by 4 p.m., Monday, April 7, 2014.

Pickup your regalia at the Grad Salute on Wednesday, April 30, 3–7 p.m., O’Neill Center (Feldman Arena), WCSU Westside campus.

SPECIAL ORDER PRICING
Gown/Cap/Tassel only: $30
Hood only: $25
Tassel only: $8
Cap only: $12

My payment includes one set of Academic regalia ($55) plus ______ stoles ($20/each) plus CT sales tax (6.35%) for a total of $______________.

IMPORTANT:
Please make sure to include CT sales tax in your total payment.

CT sales tax is 6.35%.

To compute this amount, take the subtotal amount of your order (regalia and stoles) and multiply this amount by 1.0635. This will give you your grand total.

Example:
For one set of regalia and one stole compute as follows:

$55 + $20 = $75 x 1.0635 = $79.76.

Do not submit this form until you have completed and submitted an Application for Graduation to the Registrar’s Office AND received approval to participate in the Commencement festivities.

No returns will be issued for academic regalia or stoles of gratitude.

Please complete the following:

[ ] Male [ ] Female

Height (feet and inches)

Weight (do not leave blank)

Major: ________________________________

Please make sure to include CT sales tax in your total payment.