

ECU DOWDY STUDENT STORES



RESERVATIONS FOR THE RENTAL OF FACULTY ACADEMIC APPAREL

Complete this form and deliver it **with payment** to the Dowdy Student Stores by **March 19, 2012**. Reservations cannot be assured after this date. Payment is due when order is placed. A late fee of **\$25.00** will be charged after **March 19, 2012**. An additional **\$25 late fee** will be charged if rented regalia is not returned within one week after graduation ceremonies.

Apparel should be picked up at the Dowdy Student Stores beginning five (5) business days immediately preceding GRADUATION.

FACULTY MEMBERS ARE RESPONSIBLE FOR PAYMENT OF THE RENTAL FEE WHETHER OR NOT THE CAP AND GOWN ARE PICKED UP.

FEES

Bachelor's cap, gown & tassel - \$29.00 **plus tax**

Master's cap, gown & tassel - \$33.00 **plus tax**

Doctor's cap, gown & tassel - \$39.00 **plus tax**

Doctor's tam, gown & tassel - \$61.00 **plus tax**

Bachelor's Gown only - \$19.00 **plus tax**

Master's Hood - \$26.00 **plus tax**

Doctor's Hood - \$33.00 **plus tax**

Doctor's Gown only - \$31.00 **plus tax**

PLEASE COMPLETE THE FOLLOWING:

Name _____ Phone: _____
(Last) (First) (Middle)

Degree _____ Major Field _____ Male _____ Female _____

Gown Sizes: ___ 5'0-5'2 ___ 5'9-5'11
___ 5'3-5'5 ___ 6'0-6'2
___ 5'6-5'8 ___ 6'3-6'5

Plus Sizes: ___ 4'9-5'5 (160-190 lbs)
___ 5'6-5'11 (220-250 lbs)
___ 6'0-6'5 (290-310 lbs)

To order a **hood**, complete the following:

School degree was received: _____

School colors: _____

Tassels: The color of the tassel worn by persons holding the Bachelor's degree will denote their major field. Doctor's tassels will be gold. Master's will be black. **There will be a charge for tassels not returned.**

Tassel color desired: _____

Date received: _____ Date needed: _____ Employee Initials: _____

Date Picked-up: _____ Customer Initials: _____ Employee Initials: _____

Date Returned: _____ Customer Initials: _____ Employee Initials: _____

Revised 1/24/12