

Commencement 2012

Student Cap and Gown Information

Graduates must wear caps and gowns to the following:

- The main commencement ceremony
- Diploma ceremonies
- The Doctor's Hooding ceremony
- Phi Beta Kappa initiation ceremony

Order Deadline: April 1

Degree candidates who do not place their order by the deadline will need to arrive as early as possible on the first day of distribution to obtain a cap and gown. See below for distribution dates and times. Distribution is first-come, first-served and appropriate sizes cannot be guaranteed for those who did not order by April 1.

Deposits are due at the time of cap and gown pick-up. Only Visa or MasterCard are accepted.

All other charges can be paid via the cap and gown order website. Only Visa or MasterCard are accepted.

	Cap, Gown, & Tassel Cost	Hood Cost	Items to be Returned
Bachelor's	\$27	N/A	N/A; graduates may keep all items
Master's	\$29	\$44	N/A; graduates may keep all items
Doctor's	\$29 rental fee (due when ordering) and \$210 deposit (due at pick-up)	\$29 rental fee (due when ordering) and \$170 deposit (due at pick-up)	Graduates must return their gowns and hoods; otherwise, the deposits will be forfeited. Caps and tassels do not need to be returned.

Additional Cap and Gown Information

- **Study abroad students** may purchase and wear sashes. These can be purchased via the cap and gown order website and prices begin at \$48.
- **Doctor's candidates** who do not attend the hooding ceremony on Saturday, but would like to wear their hoods at the main commencement ceremony on Sunday, can pick them up at the cap and gown distribution area on Sunday only.
- **Doctor's candidates** can purchase custom-made regalia at The University Store. Prices start at \$807 and production time is 4 - 7 weeks. Please call 412-268-3004 to place an order.

Cap & Gown Adornments

The following guidelines were approved by the Associate Deans' Council and implemented in 2006. They were reviewed and updated in February 2009.

- Medallions and/or cords are restricted to the use of designating university honors, college honors or university honor societies that admit students across all disciplines.
 - Medallions typically represent university honors and cords typically represent college honors.
 - Medallions and/or cords should not be used to designate other honors/clubs.
 - Medallions and honors cords may be worn in conjunction with stoles and pins.
- It is recommended that graduating students wear only 1 stole with their academic regalia.
 - Students are certainly permitted to receive/purchase more than 1 stole if they are a member of multiple organizations. They may then choose to wear a particular stole to the main commencement ceremony and another to their diploma ceremony.
 - Graduates that are members of a club/organization that issues pins to designate affiliation are permitted to wear more than 1 pin with their academic regalia along with a stole, medallion and/or cords (as applicable)

Distribution

Bachelor's Student Grad Fair – April 25 & 26, 2012

Only bachelor's students who ordered their caps and gowns by April 1 may pick up their regalia at this time.

- 10 a.m. – 4 p.m.
- The University Store
- NOTE: Bachelor's students who did not place their orders by April 1, graduate students, faculty and staff may not pick up orders at this time.

Master's Student Grad Fair – May 2 & 3, 2012

Only master's students who ordered their caps and gowns by April 1 may pick up their regalia at this time.

- 10 a.m. – 4 p.m.
- The University Store
- NOTE: Master's students who did not place their orders by April 1, bachelor's students, faculty and staff may not pick up orders at this time.

Commencement Weekend Distribution

McKenna, Peter, Wright Rooms, second floor, University Center

Thursday, May 17, 2012 – FACULTY AND STAFF ONLY

- 10 a.m. – 4 p.m.
- NOTE: Students may not pick up orders at this time.

Friday, May 18, 2012 – 1ST DAY OF STUDENT DISTRIBUTION; NO FACULTY, PLEASE

- 10 a.m. – 4 p.m.
- NOTE: To avoid the long line, faculty and staff should refrain from picking up orders at this time.

Saturday, May 19, 2012

- 8 a.m. – 3 p.m. and 6 – 8 p.m.

Sunday, May 20, 2012 – COMMENCEMENT

- 7:30 – 11 a.m.

Returns

McKenna, Peter, Wright Rooms, second floor, University Center

Sunday, May 20, 2012

- Noon – 5 p.m.

Monday, May 21, 2012

- 9 a.m. – 5 p.m.

After Monday, May 21 and until Friday, June 1, returns can be made directly to the lower level of The University Store.

- 8:30 a.m. – 5 p.m.; Monday – Friday
- Closed Saturday and Sunday

No returns will be accepted after June 1.

Questions? Email cap-gown@andrew.cmu.edu or call 412-268-3004.