

# University of North Texas Regalia Order Form: Fall 2009

**All orders for announcements should be placed directly at [www.jostens.com](http://www.jostens.com)**

**Name: Please print clearly**

\_\_\_\_\_ +1 +2  
Height (ft'in") Plus Size?

**Regalia Orders**

- Cap \$9.00
- Official Tassel \$5.00
- Bling Tassel \$10.00
- Keychain Tassel \$6.00
- Honor Stole (w/letter) \$29.00

**Outfit (Cap, Gown & Tassel):**

- Bachelor \$37.00
- Master (includes hood) \$68.00
- Doctoral (includes hood) \$77.00

**Hood only:**

- Master \$28.00
- Doctoral \$28.00

**Hood Colors**

**Master of:**

- Arts white (MA)
- Business Administration buff (MBA)
- Education lt. blue (M.Ed.)
- Fine Arts brown (MFA)
- Journalism red (MJ)
- Music pink (MM)
- Public Administration aqua (MPA)
- Science gold (MS)
- Science-Accounting buff (BS&MS)

**Doctor of:**

- Audiology dk green (Aud)
- Education lt. blue (EdD)
- Musical Arts pink (DMA)
- Philosophy royal blue (PhD)

**Store Use Only**

**Transaction #:**

**Picked-up:**

- Regalia outfit
- Honors Stole
- Other: \_\_\_\_\_

**Check, Date & Initial**

- Called
- Left Message

Caller's Initials & Date Here

- Special Notes / Still Needs:

**COMPLETE**  
Customer's Initials Here @  
Pick-up

X

**Orders May Be Placed By:**

- ❖ In Store (**not taken over phone**)
- ❖ UNT Bookstore Fax:  
**940\*565\*4042**
- ❖ Mail: **UNT Bookstore**  
**P.O. Box 311130**  
**Denton, TX 76203**  
(add 8.25% sales tax to all checks)  
(please include DL#, Exp. Date and phone # on all personal checks)

**All orders/sales:**

- ❖ Must be **paid in full** before processed and **sales are final**.
- ❖ **Orders may take 1-2 weeks**

**Delivery/Pick up Options**

- UNT Bookstore (Regalia only)  
Phone #: \_\_\_\_\_  
E-mail: \_\_\_\_\_
- UNT-Dallas (Regalia only)  
**(Dallas Student Orders Only)**
- Order Shipped to Address Below via Fed Ex (\$9.95). Include Phone#.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Fax/Mailing Orders Only**

**Credit Card Payment Information**

Credit Card # \_\_\_\_\_

Expiration Date \_\_\_\_\_ Billing Zip Code \_\_\_\_\_

## **Graduation Fall 2009**

### **Most Frequently Asked Questions**

#### **Is there a deadline?**

Yes, November 14th is the last day that orders can be placed at [www.jostens.com](http://www.jostens.com) for announcements. We will be selling regalia right up through Graduation Day.

#### **What is a bachelor's/master's outfit?**

These consist of a cap, gown, tassel, and for a master's outfit, a hood. This is everything you need to walk across the stage. Fittings are done by height only. Hems should fall below the knee to about mid-calf. The sleeves of the Master's gowns are purposefully closed at the very end; hand slits are located approximately six inches before the closing of the sleeve. Plus sizes are available.

#### **How do I wear the hood?**

Hoods are worn like a cape. Exact hooding procedures will be reviewed as you line up before the ceremony. Head faculty either place the hood on you during the ceremony or you wear the hood onto the stage and it is flipped so the school colors shows as you walk across the stage.

#### **What if I'm not sure what my major is?**

We have a master list of majors and can assist you. If we are unable to help, you will need to contact your department. Announcements are printed exactly as you have filled out the form.

#### **What time will be printed on the announcements?**

The time printed is the Convocation time. This is the time you will actually walk across the stage. You need to be at the Coliseum at least 30 minutes prior to walking across the stage. You are not required to attend all of the ceremonies.

#### **How do I get my Honor Stole?**

You must have the registrar's letter informing you that you are graduating with honors. We are not permitted to sell honor stoles without verifying the letter. Honor stoles are not the same as cords and are the same style and color (white with a green university seal) no matter the level of honors being received.

#### **How do I receive Honor Cords?**

Honor cords are handed out only through certain departments or organizations such as fraternities, so please check with the department or organization before contacting the bookstore. In some instances the associations will hold the cords on location to be given out.

#### **How will I receive my announcements?**

Announcements will be mailed to you directly from Jostens. You can choose to pick up your regalia in-store at the UNT Bookstore or have it mailed to you for a shipping fee.

Questions? Call us at (940) 565\*4816 or email us at [0413gm@fheg.follett.com](mailto:0413gm@fheg.follett.com)