



FACULTY COMMENCEMENT REGALIA

Rental Form

UConn Co-op

Commencement Regalia

Beginning early in March, the UConn Co-op will be accepting orders for caps, gowns, hoods and tassels for anyone needing regalia to attend the May 10 or 11, 2008 Commencement ceremonies.

To be sure that you have the correct and properly fitting regalia, please have the following information when you are ready to order your regalia:

- Your **height**, in feet and inches.
- The **college or university** and **school** from which you received your degree.
- Exact wording of the degree.

To qualify for early order pricing and to ensure availability of correct size and color combinations for your degree and university we must have your prepaid order for regalia by March 21, 2008. These orders will be available for pick-up after April 28, 2008.

After May 2, rental regalia for use on Commencement day can be obtained using express delivery services. The following fees will be added to the rental charges:

May 5 - May 6 next day delivery \$25.00

After 3:00 pm on May 6, it may not be possible to place orders for rental regalia.

**PLEASE RETURN REGALIA TO THE CO-OP
NO LATER THAN 1 WEEK AFTER COMMENCEMENT**

Regional Campus Pre-paid Pick-up Service

If you are a faculty member at a regional campus, regalia can be sent to the campus of your choice for pick-up. Visit or call the Co-op on your campus with the information noted below before March 10. Orders will be ready for pick-up after April 28. There are no additional fees for this service.

Orders placed after April 18 will only be available for pick-up at the Storrs location, and possibly not until Commencement day.

Regalia Rental Prices

	Before March 21	After March 21
Bachelor & Master		
Cap/Gown/Tassel	\$12.50 + 87¢ tax	\$17.50 + \$1.05 tax
Hood	\$12.50 + 87¢ tax	\$17.50 + \$1.05 tax
Doctoral		
Cap/Gown/Tassel	\$14.50 + 87¢ tax	\$19.50 + \$1.17 tax
Hood	\$14.50 + 87¢ tax	\$19.50 + \$1.17 tax

- Separate regalia pieces will be available. Ask for prices.
- Accepted forms of payment: cash, check, Visa, MasterCard, Discover and American Express.
- All purchases made by CT residents are subject to a 6% CT sales tax.
- Purchases made by Co-op members are eligible for patronage rebates.
- Faculty may also purchase regalia for permanent ownership.

**UConn Co-op, Commencement Department,
2075 Hillside Rd Unit 1019, Storrs, CT 06269-1019
phone (860) 486-2653 • fax (860) 486-1722**

FACULTY REGALIA INFORMATION FORM

FOR OFFICE USE ONLY

Name _____ Daytime Phone _____

Address _____

Co-op I.D. _____ Deliver to _____ Regional Campus (*ie. Stamford*)

Exact Degree _____ School Color _____

College or University _____

Degree: Associate Bachelor Master Doctoral No Hood

Circle Height Code (*see chart on back*): XS S M L XL XXL Cap (*one size*): A

Tassel will be included. Tassel color is determined by your degree and school.

Full regalia will be packaged unless No Hood is specified.

Cash Check - payable to UConn Co-op VISA MasterCard American Express Discover

Account Number _____ Exp. Date _____

Signature _____ Date of Order _____

FACULTY COMMENCEMENT REGALIA RENTAL FORM FOR THE UNIVERSITY OF CONNECTICUT

REGALIA SIZE CONVERSION TABLES

GOWN SIZE CONVERSION TABLE

4'9" to 4'11" - XXS	5'0" to 5'2" - XS	5'3" to 5'5" - S	5'6" to 5'8" - M
5'9" to 5'11" - L	6'0" to 6'2" - XL	6'3" to 6'5" - XXL	Other _____

CAP SIZE CONVERSION TABLE

Head Circumference: inches	19 ¹ / ₂ to 24 ¹ / ₂
Cap Size:	6 ¹ / ₄ to 7 ³ / ₄
Size Code:	A