

## 2008 Undergraduate Commencement Ticket, Cap and Gown Order Form

This form is for students who are off-campus during the spring semester and cannot attend the Grad Finale on April 8, 2008. Living off-campus in the Cortland area does not apply. Prior to completing this form, students MUST apply for graduation online via BannerWeb.

Tickets, cap and gowns cannot be mailed; however, they can be picked up at the College Store any time before Commencement. Students who want to designate someone else to pick up their order must provide that person with a signed letter giving them permission to do so. The designee must also present a photo I.D. at the time of the pick up.

**To guarantee tickets for a specific ceremony, this completed form must be returned to the College Store before Grad Finale. Tickets cannot be guaranteed for a specific ceremony for any forms received after April 7, 2008.**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ C #: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Student Teaching/Internship/Study Abroad Location: \_\_\_\_\_  
(PLEASE INCLUDE CITY AND STATE INFORMATION)

Campus Advisor/Supervisor: \_\_\_\_\_

### CAP AND GOWN ORDER:

Male  Female Height: \_\_\_\_\_ Size:  Small  Medium  Large  Extra Large

*All students participating in the ceremony must purchase a diploma cover, even if not purchasing regalia. Please indicate your selections below by marking with an 'X':*

Bachelor's Package \$36.99 (Includes cap, gown, tassel, diploma cover and collar for women)

Individually Priced Items

Gown \$23.99

Cap \$6.49

Tassel \$3.99

Collar (for women only) \$1

Diploma Cover (required) \$6.50

**CEREMONY SELECTION:**  Ceremony A (9:30 a.m.)  Ceremony B (2:30 p.m.)  
*Five guest tickets and one student line-up ticket will be reserved for each student.*

**PICK UP DATE:** \_\_\_\_\_

**Please do not send payment with this form.** Payments can only be made when the order is picked up. The College Store accepts payment by cash, check, Connections, VISA, Mastercard, or Discover. All prices listed are before New York State sales tax (8%).

**PLEASE MAIL THIS FORM TO:** The College Store **OR FAX:** 607-753-5734  
SUNY Cortland  
P.O. Box 2000, Neubig Hall  
Cortland, NY 13045

For more information, please call (607) 753-4621 or e-mail: [collegestore@cortland.edu](mailto:collegestore@cortland.edu).