

# FACULTY ORDERS

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Deliver to: \_\_\_\_\_  
(Building and Room Number of Department Office)

Height: \_\_\_\_\_ Cap Size: \_\_\_\_\_

Degree: \_\_\_\_\_  
(PhD, MBA, EdD, JD, etc.)

School: \_\_\_\_\_  
(where degree was received)

Ceremony Attending : \_\_\_\_\_

Please indicate the exact attire which you require:  
(Please circle one.)

- Complete Unit (cap, gown, hood, tassel)
- Cap and Gown Only (includes tassel but not hood)
- Hood Only
- Other \_\_\_\_\_

Dept. Contact/Coordinator: \_\_\_\_\_

Phone #: \_\_\_\_\_ FAX#: \_\_\_\_\_