

GRADUATION REGISTRATION FORM

Please bring this completed form along with your registration fee to the reception desk at your campus during campus business hours. All campuses are open Monday through Friday from 8:30 am to 5:00 pm excluding holidays. (Evening hours vary by campus – please contact your campus directly for information regarding their evening schedules).

First Name:	<input type="text"/>	Last Name:	<input type="text"/>				
Date of Birth:	<input type="text"/>	Social Security # (Last 4 digits): XXX-XX-	<input type="text"/>				
Phone:	<input type="text"/>	Email:	<input type="text"/>				
Street:	<input type="text"/>	City	<input type="text"/>	State	<input type="text"/>	Zip Code	<input type="text"/>
Name as you would like it to appear in the program*:							
<small>*NOTE: This name will also be used to announce you during the ceremony and printed in the commencement program.</small>							

Campus (please select one):

Program (please select one):

Employment Information (Related to your field of study)

Are you currently employed in your field of study? Yes No

If yes, please complete the following information:

Facility:	<input type="text"/>	Supervisor Name:	<input type="text"/>				
Office Phone:	<input type="text"/>	Pay Rate: \$ per hour:	<input type="text"/>				
Facility Street	<input type="text"/>	City	<input type="text"/>	State	<input type="text"/>	Zip Code	<input type="text"/>
Start Date:	<input type="text"/>	Status (please check one):	Full time	Part time			

If no, one of our Career Services Representatives will contact you to schedule an appointment to assist you in obtaining a career in your field of study.

Standard Graduation Package \$65
(includes cap, gown and 4 tickets)

Gown Height: _____
(See gown sizing chart on page two below)

Perfect Attendance Graduation Package \$35
(includes cap, gown and 4 tickets)

Gown Size: _____
(See gown sizing chart on page two below)

-----Official Use Only-----

Amount Collected:	<input type="text"/>	Payment Method:	<input type="text"/> (Cash, Money Order, Check, Credit/Debit)
Receipt #:	<input type="text"/>	Date of Payment:	<input type="text"/>
Collected By:	<input type="text"/>	Graduate Signature:	<input type="text"/>
Campus Director Approval:	<input type="text"/>		

Ticket Numbers: 1: _____ 2: _____ 3: _____ 4: _____



GRADUATION GOWN SIZING CHART

Use the following chart to determine what size gown you will need.

This information should be entered on the attached graduation registration form.

Size	Regular	*1	*2
4'10 -5'0	Up to 159	160 - 219	220 - 280
5'1 - 5'3	Up to 179	180 - 239	240 - 300
5'4 - 5'6	Up to 199	200 - 264	265 - 330
5'7 - 5'9	Up to 229	230 - 294	295 - 360
5'10 - 6'	Up to 259	260 - 329	330 - 400
6'1 -6'3	Up to 284	285 - 354	355 - 425
6'4 - 6'6	Up to 309	310 - 384	385 - 460
6'7 - 6'9	Up to 329	330 - 404	405 - 480
6'10 - 7'	Up to 349	350 - 429	430 - 510