

Hello UAF Faculty Member,

It's time to start thinking about Graduation. If you are planning on attending Commencement and you need to order your regalia than this email is for you!

At the bottom of this email you will find a link that will help you order your commencement regalia. You can always contact the bookstore for any questions you may have (907)-474-6858 or email 1191mgr@follett.com

A couple important things to note:

1. You will need to place your order through the website no later than March 24th. **The website link will be turned off after March 24th**. After March 24th you will need to come into the bookstore and place an order in person and we may need to charge a late fee to cover shipping expenses. Also if ordered late we cannot guarantee that your order will arrive in time for Commencement.

Order By:	Pickup Starts:
3/15/2019	4/15/2019
3/24/2019	4/26/2019

2. Rental Set Pricing

- Bachelor's Outfit (Cap, Gown, Tassel) Rental Set: \$29.00
- Master's Outfit (Cap, Gown, Tassel) Rental Set: \$31.00
- Doctoral Outfit (Cap, Gown, Tassel) Rental Set: \$34.00
- Tam Rental: \$35.00
- Cap Rental: \$8.00

3. Hood Rental Pricing

- Bachelor's Hood Rental (shouldn't need): \$29.00
- Master's Hood Rental: \$31.00
- Doctoral Hood Rental: \$34.00

Rental Ordering Link: <https://uaffaculty.shopoakhalli.com>

4. Purchasing

- If you would like to purchase regalia you have two options
 - Option 1 Log onto: <https://uaf.shopoakhalli.com>, and purchase Commencement Regalia at the student price point. However this option will not have your alma mater's colors tied into the Hood Color scheme.
 - Master's (**Hood**, Cap, Gown, Tassel) Complete Set: \$79.00
 - Doctoral (Cap, Gown, Tassel) Set: \$53.00
 - Doctoral Hood: \$42.00
 - Option 2
 - Place a special order with the bookstore, this will allow us to gather specific information from you in order to get the correct Hood colors for you.
 1. We will need to know the following information:
 1. First & Last Name, Email Address, Degree Information (Alma mater and exact wording on degree) Height, Weight over 305 Yes or No. Normal Cap size or XL Cap Size.
(If you only want a Hood we don't need Height, Weight or Cap information) We can get specific pricing from OakHall once we email them this information.

You will pay for the Regalia once you pick it up from the Bookstore. OakHall will not charge you anything through their website.

You are responsible for checking in your rental regalia after the Ceremony is over. OakHall will charge us for all regalia not turned back into the store after the Ceremony is over. We will have a tent outside of the Carlson Center, where we will be selling merchandise, and collecting regalia after the ceremony is over.