

FACULTY ACADEMIC REGALIA ORDER FORM

Faculty must place an order for regalia each year

Order Deadline: Monday, April 4, 2011

I plan to attend the: ___ May 13 Nursing School Commencement ___ May 13 SMD Commencement
 ___ May 14 Doctoral Degree Commencement ___ May 14 Warner School Commencement
 ___ May 15 College Commencement ___ May 15 Eastman School Commencement
 ___ May 14 SMD Master's Degree Commencement ___ June 12 Simon School Commencement

I will need the following attire: (Please Check) ___ cap ___ gown ___ hood

Charges for Faculty Rental: Hood only (charges do not include sales tax)

___ Bachelor \$25.98 ___ Master \$29.98 ___ Doctoral \$30.98 ___ MD \$30.98

I am a faculty member of: ESM SON SMD College Warner Simon

Name: _____ Campus phone: _____

Campus address: _____ E-mail: _____

Please check if regalia information is the same as last year. If not, or if you did not order last year, please provide the following:

Highest degree earned: _____ Institution awarding degree: _____

Hat size: _____ or Head Circumference (inches preferred): _____ Height: _____

If faxing or e-mailing, please include the following information if you are paying for your regalia:

___ MASTERCARD ___ VISA ___ AMERICAN EXPRESS ___ DISCOVER

EXPIRATION DATE: _____ CREDIT CARD NUMBER: _____

SIGNATURE: _____

University of Rochester Bookstore
Frederick Douglass Building
Rochester, NY 14627-0280
Attn: Sucie Pedraza
(585) 275-9270 or (585) 275-4012
FAX: (585) 442-0168
bksurochester@bncollege.com

Medical Center Bookstore
601 Elmwood Avenue, Box 662
Rochester, NY 14642
Attn: Scott Russell
(585) 275-2250
FAX: (585) 271-5909
bksrochestermed@bncollege.com

Eastman School Bookstore
25 Gibbs Street
Rochester, NY 14604
Attn: Tammy Spence
(585) 274-1399
FAX: (585) 276-2002
bksrochestereastman@bncollege.com

Mon - Thurs: 9:00 a.m. - 6:00 p.m.
Fri: 9:00 a.m. - 5:00 p.m.
Sat: 12:00 p.m. - 4:00 p.m.

Mon - Tues: 8:30 a.m. - 5:30 p.m.
Wed - Fri: 8:30 a.m. - 5:00 p.m.
Sat: 11:00 a.m. - 2:00 p.m.

Mon - Thurs: 10:00 a.m. - 5:30 p.m.
Fri: 10:00 a.m. - 5:00 p.m.
Sat: 11:00 a.m. - 3:00 p.m.

*****Faculty rentals will be available for pick-up at the Bookstores starting on Monday, May 9*****

Cap, gown, hood, and tassel rentals must be returned by Friday, May 20, 2011. Returns may be made at ANY Bookstore location per the schedule below. For your convenience, Bookstore personnel will be available for regalia return in the ESM lobby immediately following the Doctoral Degree ceremony on Saturday, May 14. Note: If you are attending more than one ceremony, please return the rental after the last ceremony attended.

Bookstore hours for Commencement Weekend and the following week:

	Saturday May 14	Sunday May 15	Mon.-Tue. May 16-17	Wed.-Thur. May 18-19	Friday May 20
River Campus Bookstore	10 a.m.-5 p.m.	8 a.m.-4 p.m.	9 a.m.-6 p.m.	9 a.m.-5 p.m.	9 a.m.-2 p.m.
Medical Center Bookstore	11 a.m.-2 p.m.	CLOSED	8:30 a.m.-5:30 p.m.	8:30 a.m.-5 p.m.	8:30 a.m.-5 p.m.
Eastman School Bookstore	10 a.m.-3 p.m.	10:30 a.m.-3 p.m.	10 a.m.-4 p.m.	10 a.m.-4 p.m.	10 a.m.-4 p.m.