

Dear graduation candidate:

Will you be participating in the Commencement ceremony? It is at 10:30am on Saturday, May 10, 2008 at Fountain Street Church.

**If NO**, please see bottom of form. **If YES**, you need to order a cap and gown. Please complete the following information and return it with your check, cash or credit/debit card number (with expiration date and name on card) to my attention.

Name (please print) \_\_\_\_\_

Height

Chest size (in inches):

(Guys, measure around your chest under the arms and give me that number in inches – it is also your suit jacket size if known. Ladies, this is your bra size (do not require cup letter).

Hat size:

(Measure around your head with a tape measure and give me the number in inches.)

I need ALL THREE MEASUREMENTS – Height/chest/hat size - and your name!!!

**Bachelors** cap/tassel are yours to keep; the gown is a **rental** and must be returned after the ceremony. Total price = **\$25.00**

**Masters** cap/tassel/hood are yours to keep; the gown is a **rental** and must be returned after the ceremony. Total price = **\$50.00**

FYI: Caps and gowns are black, both Bachelors and Masters, and will be available in the Student Services office appx. 10 days before the ceremony.

Debit/Credit card# \_\_\_\_\_ Expiration \_\_\_\_\_ Security Code \_\_\_\_\_  
(required)

Name on card \_\_\_\_\_ Amount \$ \_\_\_\_\_

SIGNATURE OF CARDHOLDER \_\_\_\_\_

Checks should be made out to Kendall College and sent to attention: Mary Kolenda, KCAD, 17 Fountain St NW, Grand Rapids MI 49503 800-676-2787 x 1104  
[marykolenda@ferris.edu](mailto:marykolenda@ferris.edu) FAX: 616-831-9689

**PLEASE COMPLETE AND RETURN BY MARCH 15, 2008.**

**A \$5.00 LATE FEE WILL BE ASSESSED AFTER MARCH 15<sup>TH</sup>. DEADLINE TO ORDER IS April 1, 2008. Additional charges for expedited shipping on late orders assessed after April 1<sup>st</sup> deadline.**

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I WILL NOT BE PARTICIPATING IN THE MAY 10, 2008 COMMENCEMENT CEREMONY:

NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

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