



**Academic Dress
ORDER for PURCHASE
(Collect at Graduation)**

For more details, see:
Return completed forms to:

Website: www.csu.edu.au/division/studserv/graduation/hire.htm
Email: graduations@csu.edu.au or Fax: 02 – 6933 2122

Date of Order: _____

First Name: _____

Last Name: _____

Student ID Number
(or Date of Birth): _____

Award/Degree Details _____

Phone: _____

Email: _____

Delivery/Postal address: _____

Ceremony details where item/s will be collected (please circle)

1. Campus: Albury-Wodonga / Bathurst / Dubbo / Goulburn / Orange / Canberra / Wagga Wagga
2. Date of Ceremony: ___/___/____
3. Ceremony time: Morning (10.30) / Afternoon (2.30) / Evening (after 5pm)

PRICES – Purchase (2009):

Purchase Options	Assoc Degree, Diploma, Univ Certificate	Bachelor	Grad Cert/Dip, Postgrad Cert/Dip	Master	PhD	Prof Doctorate
Gown (poly wool)	\$200.00	\$200.00	\$200.00	\$230.00	\$280.00	\$300.00
Gown (poly ester)	\$140.00	\$140.00	\$140.00	\$180.00	N/A	N/A
Trencher (solid cap)	N/A	\$75.00	\$75.00	\$75.00	N/A	N/A
Trencher (souvenir)	N/A	\$20.00	\$20.00	\$20.00	N/A	N/A
Bonnet	N/A	N/A	N/A	N/A	\$115.00	\$115.00
Hood	N/A	\$60.00	\$65.00	\$70.00	\$95.00	\$95.00
Stole	\$30.00	N/A	N/A	N/A	N/A	N/A

ORDER DETAILS:

Item	Type (please circle)	Size	Cost
Gown <small>Size – Your height in centimetres (cm)</small>	Poly Wool / Poly Rayon		\$
Hood	N/A	N/A	\$
Trencher <small>Size – Your head-size in centimetres (cm), measure around head from just above the eyebrows</small>	Solid Cap / Souvenir		\$
Bonnet <small>Size – Your head-size in centimetres (cm), measure around head from just above the eyebrows</small>	N/A		\$
Postage (within Australia) <small>Hood or Souvenir Trencher Only – \$5 All other – \$10</small>	Please check with Graduation Services for postage rates outside Australia	N/A	\$
Method of Payment (please tick): <input type="checkbox"/> Make payment on day of Graduation Ceremony (details provided above); <input type="checkbox"/> Credit Card Authority Form (complete details as attached); <input type="checkbox"/> Other Payment Method (see details attached). If Other , please advise payment type:			TOTAL COST: \$

Official Use Only:

Date Order Received: _____/_____/2009 by _____
 Award Details Verified: YES / NO - _____/_____/2009 by _____
 Invoice Request Authority: YES / NO - _____/_____/2009 by _____
 Payment Received: YES / NO - _____/_____/2009 by _____
 Date Item/s Posted: YES / NO - _____/_____/2009 by _____

PURCHASE
Detail Code: C157
 IRA No: _____
 Receipt Number: _____
 If No, details: _____



CREDIT CARD PAYMENT FORM

Credit Card Payment Form Instructions:

- Please print a copy of this form.
- Please ensure **ALL** details are completed and are clearly PRINTED.
- **Fax** this form to: **02 – 6933 2122.**
- **DO NOT** post the original.
- *Please note - payments by this method may take a few working days to process.*

Alternative Methods of Payment:

- Alternative methods of payment are available, but may require a CSU Staff or Student number or login. Please see details at: <http://www.csu.edu.au/division/finserv/paym/payment.htm>
- If you have any questions regarding payment, please don't hesitate to contact us, email: graduations@csu.edu.au, phone: 02 – 6933 2044.

PAYMENT DETAILS:

First Name: _____ Last Name: _____

Are you a CSU Staff member or Student (please circle)? Yes / No

If yes, what is your CSU Staff/Student ID Number or Date of Birth? _____

Type of credit card (tick box)

Visa Card MasterCard American Express Diners Club

Credit card number:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Card expiry date:

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Month Year

Total \$ Payable:

Academic Dress Purchase
(Detail Code: C157) \$ _____

Card Holder's Name: _____

Card Holder's Signature: _____

Contact telephone: _____

Email address: _____

Postal Address: _____
