



Academic Dress ORDER for HIRE (Postal Delivery)

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: _____

PRICES - Hire (2009):

Hire Options	Associate Degree, Diploma, University Certificate	Undergraduate, Graduate, Cert/Dip, Postgraduate Cert/Dip, Master	PhD, Professional Doctorate
Complete Outfit (<i>Gown, hood & hat</i>)	\$55.00	\$70.00	\$80.00
Gown Only	\$40.00	\$40.00	\$50.00
Trencher Only	N/A	\$20.00	N/A
Bonnet Only	N/A	N/A	\$25.00
Hood Only	N/A	\$25.00	\$25.00
Stole Only	\$25.00	N/A	N/A

ORDER DETAILS:

Item	Type (please circle)	Size	Cost
Gown <small>Size – Your height in centimetres</small>	Poly Wool / Poly Rayon	(height cm)	\$
Hood	Not applicable	N/A	\$
Trencher <small>Size – Your head-size in centimetres (cm), measure around head from just above the eyebrows</small>	Solid Cap / Souvenir	(cm)	\$
Bonnet <small>Size – Your head-size in centimetres (cm), measure around head from just above the eyebrows</small>	Not Applicable	(cm)	\$
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	\$
<i>Note: For International deliveries, a \$200 refundable deposit is payable with the order.</i>			\$
Method of Payment (please tick): <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: D416
 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/finserve/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:

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Card expiry date:

Month		Year	

Total \$ Payable:

Academic Dress Hire
(Detail Code: D416) \$ _____

Card Holder's Name: _____

Card Holder's Signature: _____

Contact telephone: _____

Email address: _____

Postal Address: _____

