



## FACULTY REGALIA RENTAL REQUEST FORM

If you have rented regalia through MSM for the 2014 Graduation ceremony, your measurements are on file. Complete the "Payment" Field below and **mail/fax/email** this form to: **Morehouse School of Medicine, Registrar's Office, 720 Westview Drive, SW, Atlanta, GA 30310-1495 404-752-8686; regoffice@msm.edu.**

**The deadline to order regalia is Monday, August 4<sup>th</sup>, 2014. ALL orders received after August 4<sup>th</sup> will incur an additional \$35.00 rush fee.**

I would like to order the following:

- |  |         |
|--|---------|
| <input type="checkbox"/> Doctoral (MD or PhD) Gown, Hood & Tam | \$90.00 |
| <input type="checkbox"/> Master's Gown, Hood, & Tam            | \$90.00 |
| <input type="checkbox"/> Bachelor's Cap & Gown                 | \$70.00 |
| <input type="checkbox"/> Hood Only                             | \$27.00 |
| <input type="checkbox"/> Tam Only                              | \$22.00 |
| <input type="checkbox"/> Gown Only                             | \$27.00 |

Full Name	Phone Number	E-mail
<b>PAYMENT</b>		
<b>Personal Check</b> <input type="checkbox"/> I have enclosed my check (if paying after August 4 <sup>th</sup> , 2014, \$35 fee is included) payable to Morehouse School of Medicine		
<b>Debit/Credit Card</b> <input type="checkbox"/> I authorize Morehouse School of Medicine to charge my debit/credit card for academic regalia rental in the amount of \$_____ (If paying after August 4, 2014, \$35 fee is included) Please choose one of the cards below:		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Card Number	Exp. Date	Security Code
Name Shown on Card (Please Print)		
Billing Address (Street, City, State, & Zip Code)		
Cardholder's Signature		

Regalia Measurements:

Weight \_\_\_\_\_

<b>CAP SIZE</b> <div style="border: 1px solid black; width: 100px; height: 40px; position: relative;"> <div style="position: absolute; top: 0; right: 0; width: 50%; height: 50%; border-left: 1px solid black; border-bottom: 1px solid black;"></div> </div>	<b>HEIGHT WITH SHOES</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td colspan="2">FEET</td> <td colspan="2">INCHES</td> </tr> </table>					FEET		INCHES			
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<b>FULL TITLE OF DEGREE</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>											

Name of Conferring School: \_\_\_\_\_

Please contact the Registrar's Office if you have any questions at (404) 752-1658 or at [regoffice@msm.edu](mailto:regoffice@msm.edu) .