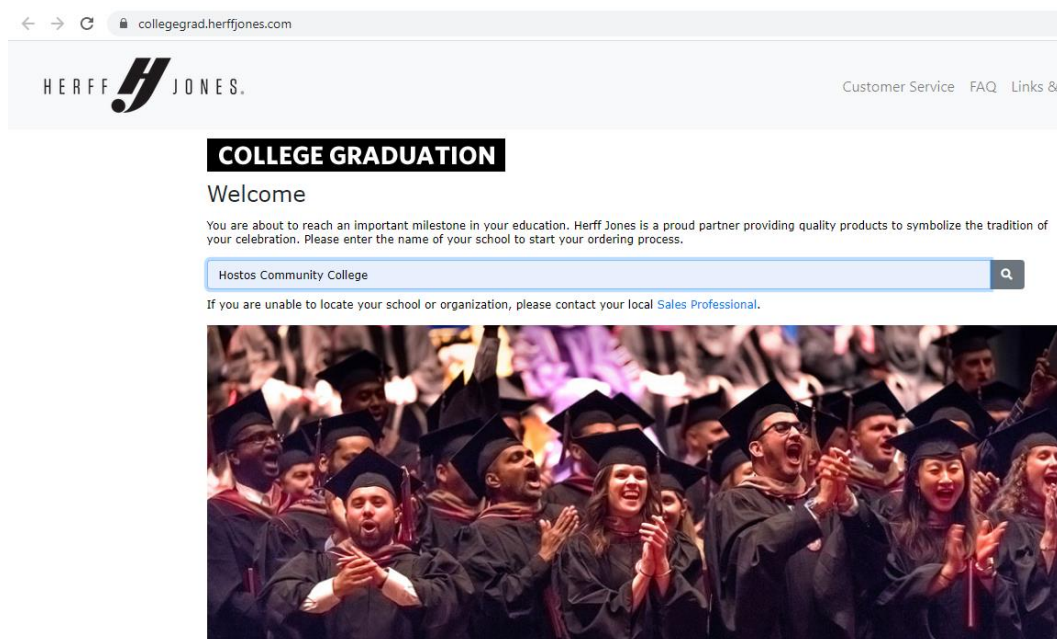


## How to Order Your Cap and Gown

The cap and gown website is now active. You can order a cap and gown to (1) wear during the virtual graduation ceremony (date to be announced) and/or (2) take senior pictures (you will need to make your own arrangements). The last day to order your cap & gown online is Saturday, May 1, 2021. Orders placed after this date may incur additional fees (late handling fee).

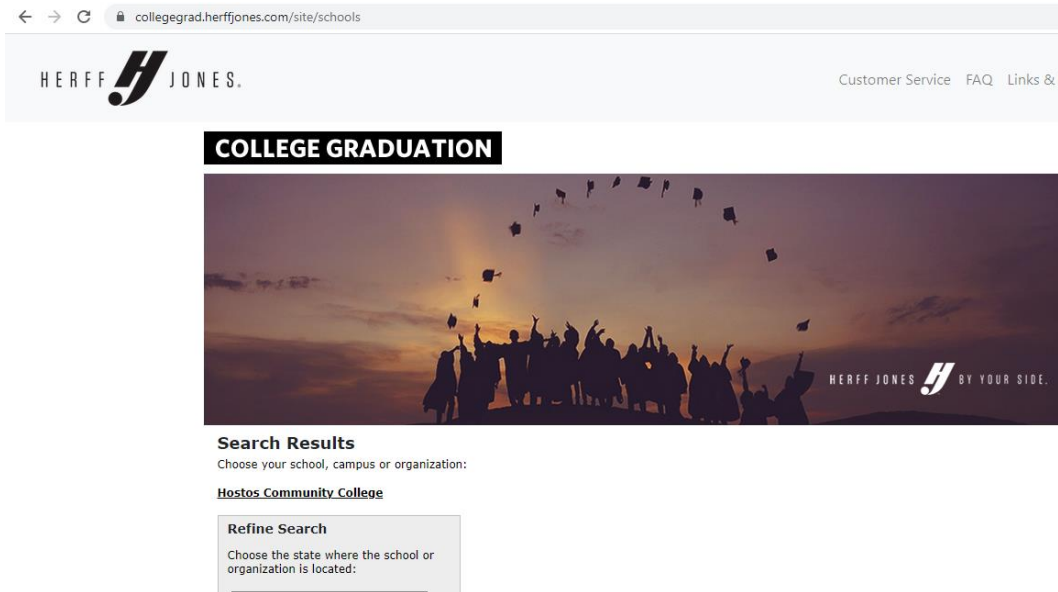
Please follow these steps to order your cap and gown:

1. Visit the website [www.collegegrad.herffjones.com](http://www.collegegrad.herffjones.com)
2. When the website opens, type Hostos Community College on the Search box (blue box)

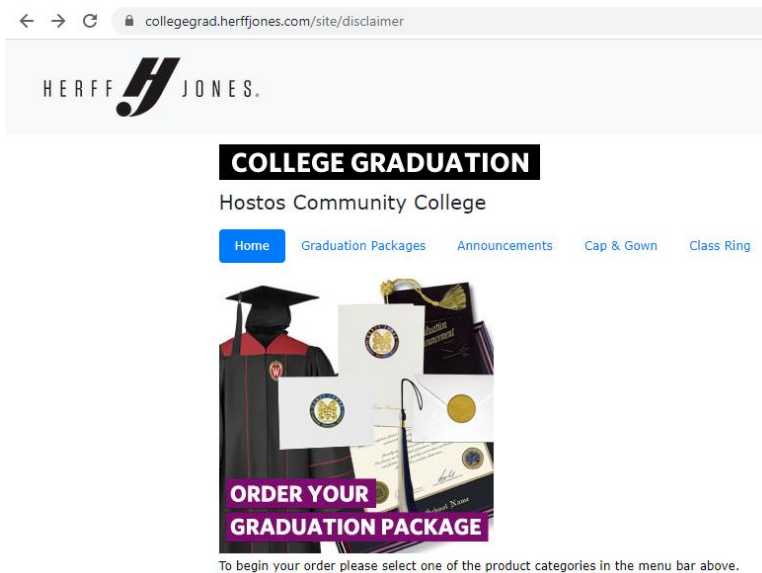


3. Click the magnifying glass icon 

- A page that says **COLLEGE GRADUATION** will appear. Click the name Hostos Community College that is under **Search Results**.



- Another page that says **COLLEGE GRADUATION** will appear. This one will have an image that says **ORDER YOUR GRADUATION PACKAGE**.



- You have the option to order a graduation package or just a basic cap & gown package. To order a graduation package, click on [Graduation Packages](#). To order a basic cap and gown package, click on [Cap & Gown](#).

7. The graduation packages look like this:

GRAD PACKAGE 1	GRAD PACKAGE 2	GRAD PACKAGE 3	GRAD PACKAGE 4
<b>\$433.20</b>	<b>\$392.70</b>	<b>\$229.70</b>	<b>\$91.70</b>
50 Announcements 50 Thank You Notes 50 Envelope Seals Keepsake Announcement Cover Souvenir Tassel Stole of Gratitude Cap, Gown, Tassel Hood	40 Announcements 50 Thank You Notes 50 Envelope Seals Keepsake Announcement Cover Souvenir Tassel Stole of Gratitude Cap, Gown, Tassel Hood	20 Announcements 25 Thank You Notes 25 Envelope Seals Souvenir Tassel Stole of Gratitude Cap, Gown, Tassel Hood	Souvenir Tassel Stole of Gratitude Cap, Gown, Tassel Hood

8. The basic cap & gown looks like this (the one that says **GRADUATION REGALIA** and costs \$42.75):

GRADUATION REGALIA	STOLE OF GRATITUDE	SOUVENIR TASSELS
<b>\$42.75</b>	<b>\$33.00</b>	<b>\$15.95</b>
Cap, Gown, Tassel Hood		

9. Complete the next steps to put the item(s) that you want in the cart.

10. If you order the standard cap & gown (**GRADUATION REGALIA**), the total cost will come to \$60.12 (when you add shipping & handling plus tax). The **STOLE OF GRATITUDE** is optional. The **SOUVENIR TASSELS** are optional. Your cap & gown comes with a tassel.

Review and Complete Order			
<b>Billing Information</b>		<b>Shipping Information</b>	
Jerry Rosa 500 Grand Concourse  Bronx, NY 10451 jrosa@hostos.cuny.edu 7185186561		Jerry Rosa 500 Grand Concourse  Bronx, NY 10451 jrosa@hostos.cuny.edu 7185186561	
PRODUCT	PRICE	QTY	SUBTOTAL
Graduation Regalia	\$42.75	1	\$42.75
			Subtotal \$42.75
			Cap & Gown ** Standard Shipping & Handling \$15.95
			Tax \$1.42
			<hr/>
			<b>Total \$60.12</b>

**As a reminder, the last day to order your cap & gown online is Saturday, May 1, 2021.  
Orders placed after this date may incur additional fees (late handling fee).**