

Academic Dress Hire Form

This form is to be used for students graduating at the JCU Brisbane ceremony on Friday 21 September 2018. Academic Dress Hire Forms are to be submitted to Level 6 or emailed to academicadmin@jcu.edu.au by Friday 14 September 2018.

Please print clearly in BLOCK letters. Tick boxes where appropriate.

STUDENT DETAILS

Have you submitted your Graduation Application form? YES <input type="checkbox"/> NO <input type="checkbox"/>	
If NO, please fill out the Online Graduation Application Form in the link below. You will not be able to graduate until you do so. Application closes Friday 3rd August 2018. http://www.jcu.edu.au/student/forms/JCU_107271.html	
Student Number	<input type="text"/>
Title	Given Names
Family Name	
Address	
	Postcode
Contact Number	
Email	

BRISBANE GRADUATION CEREMONY

Brisbane Convention & Exhibition Centre - Merivale St
Entrance. Faculty of Law, Business and the Creative Arts.

PAYMENT

OPTION 1: CREDIT CARD

Please fill in the attached credit card form and email to academicadmin@jcu.edu.au

- or -

OPTION 2: CASH PAYMENT

Please see staff on Level 6 to make a cash payment in person.

Upon Payment you will be issued with a **receipt** which you will present to QUT staff as **proof of hire**.

HIRE ITEMS

Height	CM
Head Circumference (for Mortar Board; measure just above ears)	CM

Degree Completed (for Hood selection)

Bachelor Masters Grad Diploma / Grad Certificate
(no hood required)

HIRE COST FOR ACADEMIC DRESS HIRE

Gown \$38.00
 Mortarboard \$22.00
 Hood \$22.00

TOTAL

TERMS & CONDITIONS

- Academic Dress Collection:** Graduates must be at the Brisbane Convention & Exhibition Centre **2 hours prior** to the ceremony. QUT staff will be on site to dress all Graduands.
 - Academic Dress Return:** The Hirer must return the hired academic dress within 1 hour after the end of the applicable ceremony to the on site QUT staff.
 - Responsibility:** The Hirer is responsible for the hired academic dress and is liable for any loss or damage to the academic dress during the period of hire.
- * I agree to the terms and conditions of hire and, if applicable, authorise the above hire cost, the costs of repair or replacement of damaged or unreturned hired academic dress and any late fees to be payable by me.

Student signature

Date

Receipt - Academic Dress Hire

Student Number	<input type="text"/>
Title	Given Names
Family Name	
Address	
	Postcode
Contact Number	
Email	

Bachelor Gown \$36.00
 Masters Mortarboard \$20.00
 Grad Diploma / Grad Certificate Hood \$21.00

TOTAL

BRISBANE GRADUATION CEREMONY

**Brisbane Convention & Exhibition Centre FRIDAY
21st SEPTEMBER 2018** | Ceremony Starts at **2:00pm**
Faculty of Law, Business and the Creative Arts

Graduates must be at the Great Hall graduation room
2 hours prior to the ceremony for robing purposes

Student signature

Date

JCU Brisbane

Date

Please **present this receipt** to QUT staff on site at the Brisbane Convention & Exhibition Centre to collect your Academic Dress.

