How to Order Your Academic Regalia:

*Please note: When you order your academic regalia, you will not be asked for payment. Your graduation fee covers this cost. However, announcements, rings, and diploma frames are individual purchases and payment will be expected when placing these orders.*

**Getting started**

Open the Herff Jones website at [www.herffjones.com/college/graduation](http://www.herffjones.com/college/graduation)

Type *Aquinas College* in the box below “Search for your school:” and press enter.

Click on *Aquinas College, Nashville, TN*.

Click on the drop down arrow to “Select an option”. Then click on *Caps and Gowns*. 
Click on the drop down arrow to choose your degree type. Then click the **Continue** button.

Click on **Cap & Gown** in the green menu bar.

Enter your information in the “Student Information” area, then click **Add to Cart**.
Click Proceed to Cart.

Click Proceed to Checkout.

Complete the “Order By Information”, then click Continue.
Review your order, then click on Complete Order.

For assistance with any of the steps, please contact:

Kari Byard
(615) 297-7545, ext. 449