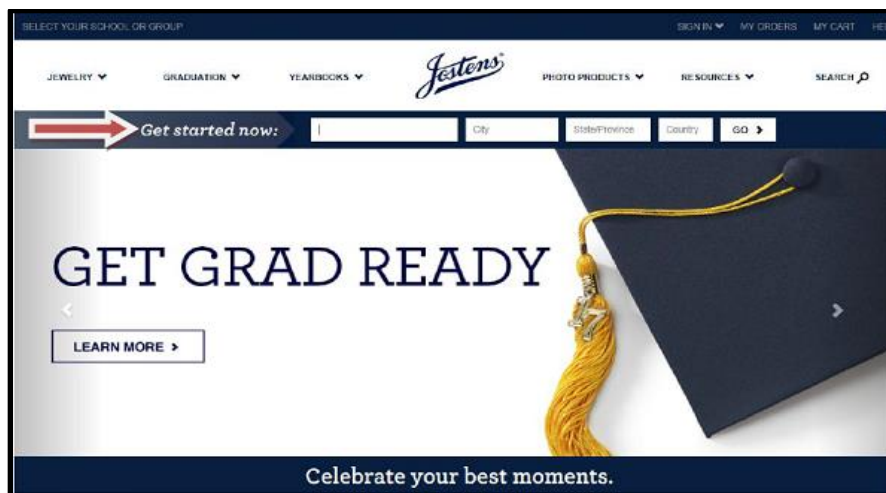




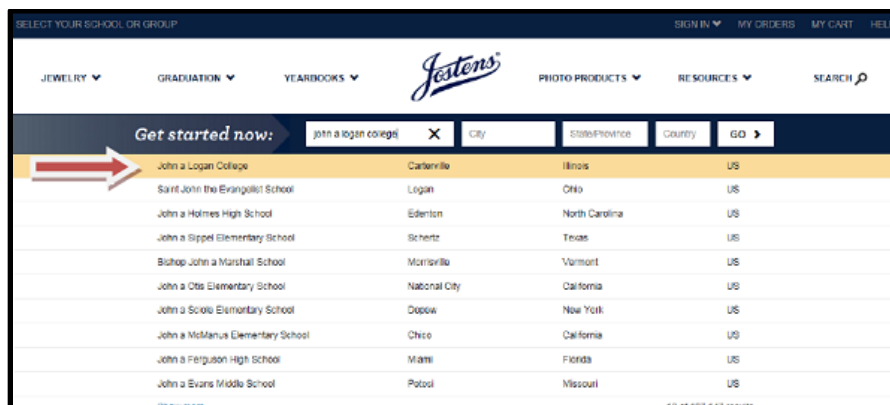
Dear John A. Logan College Graduate:

If you plan to walk in the spring 2019 graduation ceremony, the deadline to order your cap, gown, and cords for graduation is **Tuesday, April 9, 2019 at 11:59pm**. Regalia can be ordered through Jostens website. Detailed ordering instructions are included below:

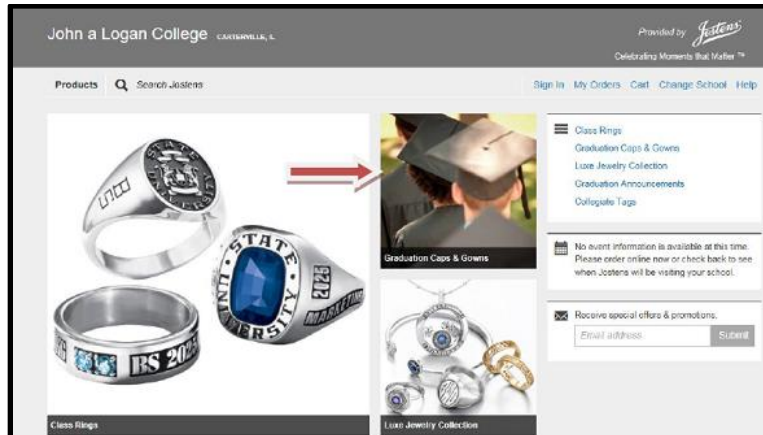
1. Visit www.jostens.com.
2. Type John A. Logan into the “Get started now” search field.



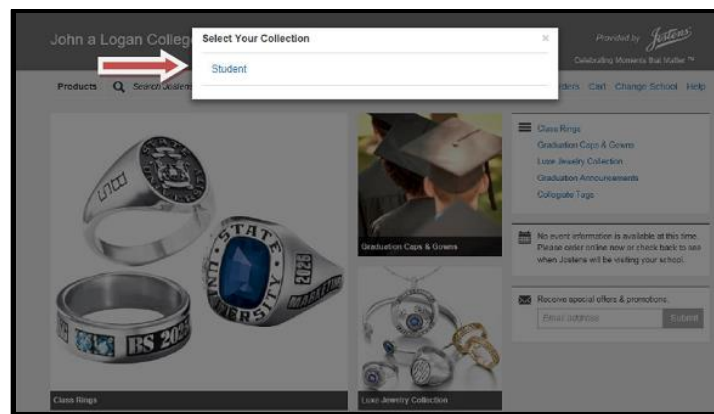
3. Select John A Logan College from the list.



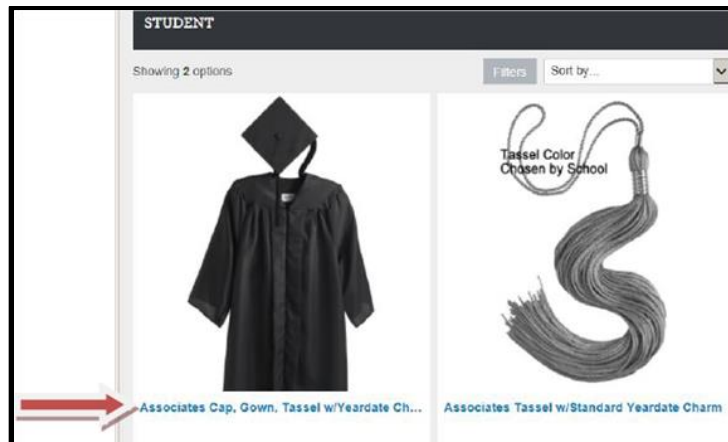
4. Select "Graduation Caps & Gowns" from the menu.



5. Under "Select Your Collection" choose "Student".



6. Select the associates cap, gown, and tassel with year/date package. (Associates tassel with standard year/date photo is for an *additional* tassel if you would like one for your car or home.)



7. Enter your height and weight and select “Add to Cart”.

Associates Cap, Gown, Tassel w/Yeardate Charm

Select your height in feet and inches. For example, 5ft. 6in.

• HEIGHT

• WEIGHT (LBS)

(3 characters max.)

Ordering & Delivery Information

- Online ordering deadline: March 27, 2017
- Pick up regalia at your Campus Bookstore.
- Payment is required at the time of pick up. Late orders will incur an additional fee.

Add to Cart

8. Next, enter your first and last name and select “Check Out”.

Jestons

Shop John A Logan College | Change | Sign In | Register | My Orders | Cart (1) | Help

Jewelry | Graduation | Yearbooks | Photo Products | Resources | Search

You have 1 item in your cart

Associates Cap, Gown, Tassel w/Yeardate Charm
JOHN A LOGAN COLLEGE (CARTERVILLE, IL) \$0.00 Qty: 1 Edit Remove

Height: 48-12in
Weight (lbs): 110
Recipient First Name: *
Recipient Last Name: *

Steps to John A Logan College (Carterville, IL)
Online ordering deadline: March 27, 2017
Pick up regalia at your Campus Bookstore.
Payment is required at the time of pick up. Late orders will incur an additional fee.

SUBTOTAL FOR 1 ITEM
Order Subtotal: \$0.00
(Does not include tax or shipping)

CHECKOUT

9. Select “New Customer” and then enter your contact information.

CONTACT INFORMATION

Billing information is not required for this order. Please provide information where we can contact you if we have questions about your order.


First Name: _____ Last Name: _____
Email: _____ Phone: _____
Address: _____
City: _____
State/Province: _____
Postal Code: _____
Country: United States

Make sure you get your stuff!
Some products may ship to your sales representative, school, or bookstore. [More info](#)

BACK CONTINUE

10. Check that all your information is correct and click “Submit Order”.

The screenshot shows an online order summary for a graduation regalia item. The item is 'Associates Cap, Gown, Tassel w/Yeardate Charm' for John A. Logan College (Carterville, IL). The quantity is 1 and the price is \$0.00. The customer's height is 4ft 10in and weight is 110. The item is to be shipped to John A. Logan College (Carterville, IL) with an online ordering deadline of March 27, 2017. The order total is USD \$0.00. There are sections for 'EMAIL SUBSCRIPTIONS' and 'SAVE YOUR INFORMATION' with checkboxes for creating an account and receiving promotions. A 'SUBMIT ORDER' button is at the bottom right.

ORDER SUMMARY	
	Associates Cap, Gown, Tassel w/Yeardate Charm
JOHN A. LOGAN COLLEGE (CARTERVILLE, IL)	Qty: 1 \$0.00
Height: 4ft 10in Weight: 110 Recipient: JALC bookstore	Ships to John A. Logan College (Carterville, IL) Online ordering deadline: March 27, 2017 Pick up regalia at your Campus Bookstore. Payment is required at the time of pick up. Late orders will incur an additional fee.
	Sub Total \$0.00
	Handling & Delivery \$0.00
	Tax \$0.00
	Order Total USD \$0.00

I would like to (and consent to) receive promotions and discounts via email from Jostens and its affiliates, and understand I can withdraw consent. Jostens, Inc., 3601 Minnesota Drive, Minneapolis, MN 55435, USA, service@jostens.com

Want us to create an account for you?
Simply check the box below and we will establish an account with your order information, and send you an email to set your password.
With an account you will:

- Gain access to your saved designs
- Receive promotions and discounts via email from Jostens, Inc. and its affiliates
- Check out quickly

Create Account. Save my information so I can access saved designs and check out more quickly in the future. Jostens will send you an email to set your password.
Jostens, Inc., 3601 Minnesota Drive, Suite 430, Minneapolis, MN 55435, USA, service@jostens.com

By pressing "Submit Order", I acknowledge that I have read and agree to the Jostens [Privacy Policy](#) and [Terms of Sale](#).

SUBMIT ORDER

11. You will receive an email confirmation once your order has been placed. Regalia can be picked up in the bookstore the week of graduation.

Please contact the John A. Logan College Bookstore with any questions or concerns at 618-985-6418.

Sincerely,

Shantay Guyton

Shantay Guyton
Store Manager



Tel: 618.985.6418 | Fax: 618.985.6804
Follett Higher Education Group
John A. Logan College Bookstore
700 Logan College Rd. Bldg C
Carterville, IL 62918
www.johnalogan.bkstr.com