How to Order Graduation Cap, Gown, and Tassels

PLEASE READ  ** Payment for cap and gown is due at pick-up in the John A. Logan College Bookstore. Cap & gown package will cost $43.77 and extra tassels are approximately $5.00 each. If you fail to order by the March 26th deadline, the package price will increase to $60.08.

1) Click on Find My School/Group Store

2) Type John A Logan College and Illinois and select John A Logan College in the results section as shown below:

3) Click “Shop” under the Graduation Caps & Gowns image as shown below:
4) Click “Student” under “SELECT YOUR COLLECTION”:

5) Click “Associates Cap, Gown, Tassel w/Yeardate Charm”
   - Note – the Associates Tassel w/Standard Yeardate Charm option is for an additional tassel if desired. You will receive one with your cap, gown, & tassel package.

6) Enter height and weight and select “Add to Cart”

ASSOCIATES CAP, GOWN, TASSEL W/YEARDATE CHARM

ORDERING & DELIVERY INFORMATION
- Online ordering deadline: March 24, 2023
- Pick up regulations at the John A. Logan Bookstore during business hours.
- Payment is required at the time of pickup. Late orders will incur an additional fee.
7) Enter the graduate’s First and Last name and select “Check Out”.

8) Existing Josten’s customers may log in. New customers can either click the “CONTINUE AS A GUEST” button or Click the “Create one today” link to create a new account.
9) Enter Contact Information and click “CONTINUE”:

**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:

**Shipping Information**
Shipping to P.O. Boxes is not available for some products.

**Make Sure You Get Your Stuff!**
Your package may be returned to us as undeliverable if you do not provide a complete and accurate address. Save time and avoid frustration by ensuring the address information in the appropriate boxes and double-checking the information for typos and other errors.

Address Tips:
The address will be used for products that ship directly to you and may be shared with your school.
Some products may ship to your sales representative, school, or bookstore. More info.
- If you are purchasing a campus cap and gown pick up is canceled due to extenuating circumstances. Students will use this address as the Alternate shipping address for your product.

10) Review your order summary for accuracy. Check the box to create an account for easy future checkout. Click the “SUBMIT ORDER” button to place your order.

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