

Undergraduate Cap and Gown Pick Up Information

**Pick up day for cap and gown will be in April in the math student lounge in the basement of Burke Administration from 8:30am - 4:00pm.*

Pick-up Instructions

You can let someone else pick your cap and gown up for you. ***You would just need to email registrar@olivet.edu with the name of the person picking up and they will need to provide their photo ID.***

Other options are:

- If you are in town the Friday of Commencement, you can stop by the Registrar's Office to pick it up before 4:30pm.
- You can pick them up at the Rec Center, where you will pick up your name card, the morning of Commencement. This will be available at 8:00 a.m.

Additional Information

All holds must be cleared from your account before coming to Burke.

1. Accounts must be financially cleared (account paid in full) with Student Financial Services by ***Thursday, April 23.***
2. August graduates must submit a plan of study for summer courses to the Registrar's Office.
3. All library books must be returned, and fines must be paid before receiving your cap and gown.