

Answers To Your Questions

To Order Cap-n-Gown – Every senior must place their own order online at www.highschool.herffjones.com. Note: Go to Graduation Products and scroll to the bottom of the page and click on **Shop Individual Products Including Cap and Gown**. An account only needs to be created if you want to order products other than the cap and gown. Ordering registers you to participate in graduation ceremony. Your school will not know you are participating in graduation unless you order.
Suggestions: add 1 inch to height -- be accurate within 5 lbs of weight at time of order

1. Can I Arrange a Payment Plan?

YES Call (717) 526 4373 before placing your order.

2. What If I forgot or Missed the In-School Order Date?

Order online or send by mail DO NOT take your order back to your school. Orders received after the In-School order day will be placed as an Individual Order. IO orders are delivered after the school's group order and do cost more.

3. Deposit?

Paid in full unless a Payment Plan is arranged before order is placed. Any order can be arranged with a Payment Plan
Checks & money order payable to HERFF JONES CO Include student address & order # on check
\$35.00 service fee for any returned check or declined credit cards

4. Who Should Complete Order form?

Please submit a completed order. We cannot edit orders at the order table, because there may not be enough time. Students cannot miss class time. Print clearly & proof read your order. Make a copy of order for yourself

5. When Will I Receive My Graduation Supplies?

At school in the Spring. Delivery is based on when your school provides our office with official graduation date, time & place. Check with your class advisor for delivery date. All cap n gown orders are delivered to your school. Early Delivery items are given out on the scheduled in-school order day. See #9 below

6. Graduation Ring?

Select your ring style & metal quality. Finger sizing will be done at order table. Payment Options: In full, 4 Equal Payments or \$100.00 deposit. Submitting one check with your ring order form & graduation supply order form is acceptable or submit two separate checks. Credit cards also accepted. View all rings & options online

7. What does "Early Delivery" mean?

Most clothing, Senior Jewelry, Tassels etc are "Early Delivery" items.
ED means senior receives these items few days after placing their order or during In-School order date

8. Who Do I Contact With Other Questions?

jacrouse@herffjones.com

Mr. Jeff Crouse (717) 526 4373

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