

# Hire of Academic Regalia



## Who can hire Academic Regalia?

Hiring of Academic Regalia is only available to students who have graduated from their course.

## How long can I hire the regalia for?

Regalia can be hired for up to ten days.

## How long does it take to process?

We require five business days (or ten for international orders) to process the hire request.

## Hire fees

	Cost	Refunded deposit
Within Australia	\$240	\$120
Overseas	\$340	\$220

All prices are in Australian Dollars.

Refunds will be processed within ten business days of the receipt of the regalia being returned.

## Payment options

Please include the receipt number on the bottom of the form.

### Online

Payment can be made online at [payments.deakin.edu.au/Gown\\_Hire](https://payments.deakin.edu.au/Gown_Hire)

### Phone

Payment can be made over the phone. Visa and MasterCard are accepted.

**Geelong:** 03 5227 2333

**Melbourne:** 03 9244 6333

**Warrnambool:** 03 5563 3333

### In person

Payment can be made at Student Central at all campuses. EFTPOS, Visa or MasterCard.

## Form Submission

Once the form is completed and payment has been made, please submit this form and your receipt number as follows:

**In person:** Student Central on your campus

**Email to:** [graduations@deakin.edu.au](mailto:graduations@deakin.edu.au)

**Mail to:** Graduations Office  
Deakin University  
Locked Bag 20000  
Geelong VIC 3220 Australia

## Returning your hired Academic Regalia

Please either return your regalia to a Student Central Office on campus or post your items back to:

**Graduations Office**  
**Deakin University**  
**Locked Bag 20000**  
**Geelong VIC 3220 Australia**

# Application form

# Hire of Academic Regalia



## Personal details

Student ID number

Given name(s)

Surname

Email address

Phone number

## Postal details

Number and street

Town/Suburb

State

Country

Postcode

## Regalia details

Date Required

Name of Award (eg. Bachelor of Arts)

Your height (cm)

Head circumference (cm)

Payment receipt number

## Agreement

I agree to indemnify the University for any loss or damage occurring to the academic dress during the term of hiring, and agree to return the academic dress within ten days. In the event of loss, damage, or failure to return the academic dress, I agree to pay full cost of repair/replacement of the academic dress.

Signature

Date

Name (print)