

## Instructions to Order ACC Graduation Regalia Set

Sign in if you have an existing account at [ArapahoeShop.com](https://ArapahoeShop.com) (if not, it's easy and free to create).

Before you order, if you are not sure of your size, stop by the Littleton Campus Bookstore, Spirit Shop, or Espresso Yourself Café to try a gown on.

Ready to order? Access the Graduation Regalia Set, select the Shop, [Graduation](#), **ACC Regalia Set** and follow the instructions below.

**ACC WILL COVER THE COST OF YOUR REGALIA SET** (cap, gown, tassel) and standard shipping; tax does not apply to the regalia set. Screenshots below may differ from the actual site. **Please Note:** if you enter a credit card, your order will be cancelled and could delay you receiving your regalia set.

1. To place your order your regalia set
  - a. In the dropdown select your Height and Weight range
    - i. Not sure about sizing, stop by the bookstore.
  - b. In the Degree Box, enter: Bachelor, Associate or Certificate
  - c. Quantity = 1
  - d. Add to Bag**

ACC Regalia Set

**\$35.50**

or 4 payments of **\$9.88** with 

 **PayPal** Pay in 4 interest-free payments of \$8.88. [Learn more](#)

QUANTITY:

**ADD TO BAG →**

## 2. Click on “View Bag and Checkout”

**Your Bag (1): \$35.50**

or 4 payments of **\$9.88** with 

CONTINUE SHOPPING

VIEW BAG & CHECKOUT →

Financial Aid/3rd Party/Cap and Gowns is Accepted.

See checkout for details.

 **PayPal** Pay in 4 interest-free payments of \$8.88. [Learn more](#)

## 3. Click “Checkout” from the Order Summary Screen

### Order Summary

**Subtotal** **\$35.50**

 4 payments of **\$9.88**

 **PayPal** Pay in 4 interest-free payments of \$8.88. [Learn more](#)

[Have a promo code?](#)

CHECKOUT →

We Accept

Financial Aid/3rd Party/Cap and Gowns



## 4. Select your “Delivery Method”:

- Pick Up or Ship Orders placed BEFORE May 9, 2025:** Select “Pick Up (FREE)” and the campus location or “Ship to an Address” and “Standard Shipping”. Confirm the address that appears. You will be notified by email with a tracking # as soon as your order ships from the bookstore. We anticipate shipping orders in early April.
- Any order placed AFTER May 9, 2025:** Select “Pick Up”. You will be notified by email from the bookstore when your order is available. If you order after May 9 and cannot pick up your order, we will have it available for you when you check-in for the ceremony.

## 5. Proceed to Payment Method:

PROCEED TO PAYMENT METHOD

- Check the box marked “Financial Aid / Scholarship”. This box must be checked to avoid being charged.**

b. In the "S Number or Account Number" field, enter your Student ID number (your "S" number).

Financial Aid/3rd Party/Cap and Gowns

S Number, Account Number or VA Participant ID

**FIND ACCOUNTS**

Gift Card

Credit / Debit Card



**PayPal**

**Pay Later**

**Pay Later with ZIP**

**PLACE ORDER**

c. Click Find Accounts

- o If your S# cannot be found, please be patient. S# are being sent to the bookstore daily as students RSVP to participate in the Commencement Ceremony. This process may take up to 5 business days.

d. Click "Please agree to Terms & Conditions"

e. Click "Pay With This"

Financial Aid/3rd Party/Cap and Gowns

Account	Available Credit <sup>?</sup>	Online End Date <sup>?</sup>
ACC 2025 Regalia Set	\$50.00	5/23/25
<input checked="" type="checkbox"/> I agree to <a href="#">Terms &amp; Conditions</a> for this account		
<b>CONFIRM</b>		

[I don't see my account/aid listed](#)

6. Order Summary Total will adjust after accepting terms and clicking “pay with this”. Please note: tax will not be applied to your regalia set order.

## Order Summary

Subtotal (1 Item)	\$35.50
Delivery(Pick Up)	FREE
Estimated Tax <sup>▼</sup>	\$2.84
<b>Total</b>	<b>\$38.34</b>

Payments	
ACC 2025 Regalia Set	<b>-\$38.34</b>

7. Click “Place Order”

8. Order placed confirmation; email confirmation will also be sent.

### Thank You For Your Order:

Order #: Arapahoe Bookstore 2490000063110

All set! An order confirmation email has been sent to tanya.brown@arapahoe.edu. You can track your package on your [Order History](#) page

Your order is being sent to:

Your Arapahoe Bookstore contact information

We anticipate shipping will begin in early April.