

TENNESSEE COLLEGE OF APPLIED TECHNOLOGY KNOXVILLE

2018 GRADUATION FACT SHEET

- Date:** Tuesday, August 21, 2018
- Place & Time:** Knoxville Civic Auditorium 6:00 p.m.
500 Howard Baker Jr. Blvd
Knoxville, TN 37915
- Cap/Gown Orders:** Caps and gowns orders can be placed: **June 22nd and July 20th from 2:00 pm – 4:00 pm.**
All payments are due in full at the time of order.
- Fees (tax included):**
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| Diploma Cover | \$11.75 |
| Cap, Gown, Tassel | \$27.00 (Cap and gown is royal blue in color) |
| Cap, Gown, Tassel, Diploma Cover | \$43.00 (includes taxes) |
- Additional supplies:*
- Tassel \$3.55**
 - Diploma Cover \$11.75**
 - Class of 2018 t-shirt (Cost available upon ordering)**
 - 16 oz. or 24 oz. Tumbler (Cost available upon ordering)**
 - Souvenir Tassel (Cost available upon ordering)**
 - Diploma Plaque (Cost available upon ordering)**
- ** If your graduation fees are being paid for by an outside agency, you are responsible for contacting that agency and making arrangements for the paperwork to be sent to TCATK Business Office in time to order your cap and gown. Vouchers may be picked up in the Business Office.*
- National Technical/
SkillsUSA:** If you are a SkillsUSA medalist or National Technical Honor Society member, you may wear your graduation regalia (cords, medals, stoles, and tassels) during the ceremony. Please go to NTHS or SkillsUSA's website to order supplies (cords, stoles, or tassels) directly.
- Cap/Gown Pick Up:** Caps and gowns (royal blue) may be picked up after August 17th. A pickup location will be announced at a later date. **Your diploma cover will be retained for disbursement during the graduation ceremony.**
- Invitations:** TCATK will supply you with ten graduation invitations.
- Parking:** If you choose to park in the Auditorium/Coliseum's garage, there will be a \$5 parking fee. Please inform your family and friends of this fee.
- Graduation:** Report to the Ballroom of the Knoxville Civic Auditorium with your cap, gown and tassel at 4:30 p.m., August 21, 2018. TCAT Knoxville's staff will be present to direct you to the Ballroom area. There will be signs posted.
- Purses/Cell Phones:** There is no secure place to put your purse, so make arrangements for a friend or family member to hold it. If that is not possible, be aware that you will have to carry it under your robe. Cell phones must not be used during the ceremony.
- Group Photo:** **Please report to the ballroom no later than 5 pm for a group photo.**

This ceremony has been planned in your honor. Please take advantage of this opportunity to be recognized for your success and outstanding accomplishments. Invite your friends, relatives and neighbors to come and celebrate with us. We guarantee that you will always remember this very special graduation ceremony.