John Brown University REGALIA POLICY

Regalia is an important part of John Brown University culture. Faculty wear regalia at Fall Commencement (in December) and Spring Commencement (in May) and any other times that the President and Vice President for Academic Affairs deem appropriate.

It is the responsibility of each JBU faculty member to provide their own regalia for these occasions.

JBU will cover the cost of regalia rental from the bookstore for the first year for new full-time faculty members. Following the first year of employment, the rental or purchase of regalia becomes the responsibility of the faculty member. JBU will also cover the cost of regalia rental from the bookstore for faculty hired for a one-year appointment.

JBU will also reimburse full-time faculty members one time for one-half of the cost of purchasing regalia up to a maximum of \$750 for the reimbursement. The regalia must have been purchased after the faculty member started working at JBU.

It is preferred that regalia be rented or purchased through the JBU Bookstore, however, regalia may be purchased elsewhere. The bookstore has information on renting or purchasing regalia. Regalia orders (including custom orders) should generally be placed by October 1 for fall commencement.

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