

Academic Regalia Policy
001-2025-05-05

Effective Date: *June 1, 2025*
Last Update: *Date*
Responsible University Office: *Office of Registration and Records*
Responsible University Administrator: *Vice President, Student Services*
Policy Contact: *Director of Registration and Records*

I. POLICY STATEMENT

Academic regalia is required for all students participating in Commencement and Doctoral Hooding ceremonies.

To participate in the Commencement ceremony, the proper regalia is required, which consists of a Capitol Technology University cap, gown, tassel, and hood as described below.

At other academic ceremonies those participants who wear academic regalia must wear regalia which meets the expectations as described below.

The University will designate an official provider/vendor of academic regalia and only items approved by the University's Commencement Committee will be offered by that provider/vendor.

PhD regalia shall consist of

- a traditional black PhD robe, with three red velvet with silver piping horizontal stripes on each sleeve and the university seal on a red velvet with silver piping vertical stripe down each side of the front
- a PhD hood of a shape and with the markings appropriate to the degree and field of study
- a black tam, with silver tassel.
- Honors stoles, cords, or medallions as provided or approved by the University or honor society
- While not prohibited the University discourages the addition of stoles not provided by the University as they will cover the University seal displayed on the robe.
 - Stoles which reflect the student's heritage or identity are acceptable
 - Any item bearing the University seal, name, or logo must be approved by the University Commencement Committee 120 days prior to commencement.

Master's regalia shall consist of:

- a traditional black master's robe



- a master's hood of a shape and with the markings appropriate to the degree and field of study
- a traditional black mortarboard with tassel
- Honors stoles, cords, or medallions as provided or approved by the University or honor society
- Stoles which reflect the student's heritage or identity may be worn
- Any item bearing the University seal, name, or logo must be approved by the University Commencement Committee 120 days prior to commencement.
- Students may decorate their mortar boards in ways that are not objectively offensive

Undergraduate regalia shall consist of:

- a traditional black undergraduate robe
- a bachelor's hood of a shape and with the markings appropriate to the degree and field of study
- a traditional black mortarboard with tassel
- Honors stoles, cords, or medallions as provided or approved by the University or honor society
- Stoles which reflect the student's heritage or identity may be worn
- Any item bearing the University seal, name, or logo must be approved by the University Commencement Committee 120 days prior to commencement.
- Students may decorate their mortar boards in ways that are not objectively offensive

Regalia for Other Participants

Faculty and Trustees shall wear the academic attire specified by the university from which they have received their final degree or a standard black robe appropriate to their highest level of education with a traditional mortar board and no hood. ROTC personnel seated on the platform shall wear the formal uniform specified by their specific service. Marshals and the University President shall wear attire approved by the University Commencement Committee.

II. RATIONALE

Academic regalia is intended to reflect the degree the student has earned and is therefore a matter of academic integrity. As such, faculty, students, and other participants must accurately reflect their earned degree. Additionally, regalia is representative of the celebration of each student and their accomplishment, therefore, students may reflect their personality in ways that represent the diversity and inclusiveness of the Charger Community.

III. ENTITIES AFFECTED BY THIS POLICY

Students and alumni participating in commencement.

Faculty, staff, trustees, and guests participating in the academic procession, sitting on the dais, or presenting at commencement.

IV. DEFINITIONS

Academic regalia are the traditional dress for degree candidates participating in college, school, and department ceremonies, as well as the main commencement ceremony.

V. POLICY PROCEDURES

The University will designate an official provider/vendor of academic regalia and only items approved by the University's Commencement Committee will be offered by that provider/vendor. Information regarding regalia will be shared on the commencement information webpage and in communications to anticipated graduates.

VI. DISSEMINATION PLAN

The regalia policy will be linked to the commencement information page and selections of the policy will be disseminated to stakeholders by email.

VII. SANCTIONS

Individuals who do not meet the expectations outlined in the Regalia Policy will be denied participation in academic ceremonies including commencement, doctoral hooding, honors convocations, etc...

VIII. RELATED DOCUMENTS

IX. SIGNATURE OF APPROVAL

University President:

Bradford Sims

Approval Date:

5/27/2025