

A solid blue vertical bar is positioned on the left side of the slide, extending from the top to the bottom.

# **REGALIA WEBSITE LOGIN STEPS**

On your ordering page, click “Let’s Get Started” at the bottom of the page



AMERICAN UNIVERSITY  
WASHINGTON, DC

## Congratulations Graduates!

We are here to make your commencement ceremony the most beautiful and memorable experience possible, using the finest regalia available to American University students.

### Important Dates and Notes

Orders are processed as they are received. During peak times, order processing can take up to 30 days.

Delivery can be expected prior to your ceremony. Once shipped you will receive an email with tracking information.

**The Rental Doctoral Regalia is not eligible for a refund once the order ships.**

**Last Day to Order Rental Regalia: Tuesday, April 8, 2025**

### Commencement Dates

Friday, May 9, 2025 // Bender Arena

- 9:00 a.m. College of Arts of Sciences
- 2:00 p.m. School of International Service

Saturday, May 10, 2025 // Bender Arena

- 9:00 a.m. School of Public Affairs
- 2:00 p.m. School of Communication and School of Education
- 6:00 p.m. Kogod School of Business and Professional Studies

Saturday, May 17, 2025 // Bender Arena

- 10:00 a.m. Washington College of Law

\*Ordering Policy: Group orders will not be accepted. Only one complete package may be purchased per order.\*

LET'S GET STARTED

Select the appropriate option from the drop down menu

Click “Continue”



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WASHINGTON, DC

## Select Your Degree Level Package



Please Select



Please Select

LL.M - Master Rental Package - Ship to Home

Rental Doctoral Package - Ship to Home

For first time users,  
the default username  
is your school email  
and your initial  
password is set to  
your student ID

Click “Login”



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WASHINGTON, DC

## Login to Continue

You must select "Create/Reset Password" if this is your first  
time logging in.



LOGIN

First time users will need to establish their own, unique password.

Enter your First Name, Last Name, and preferred password.



[BACK](#)

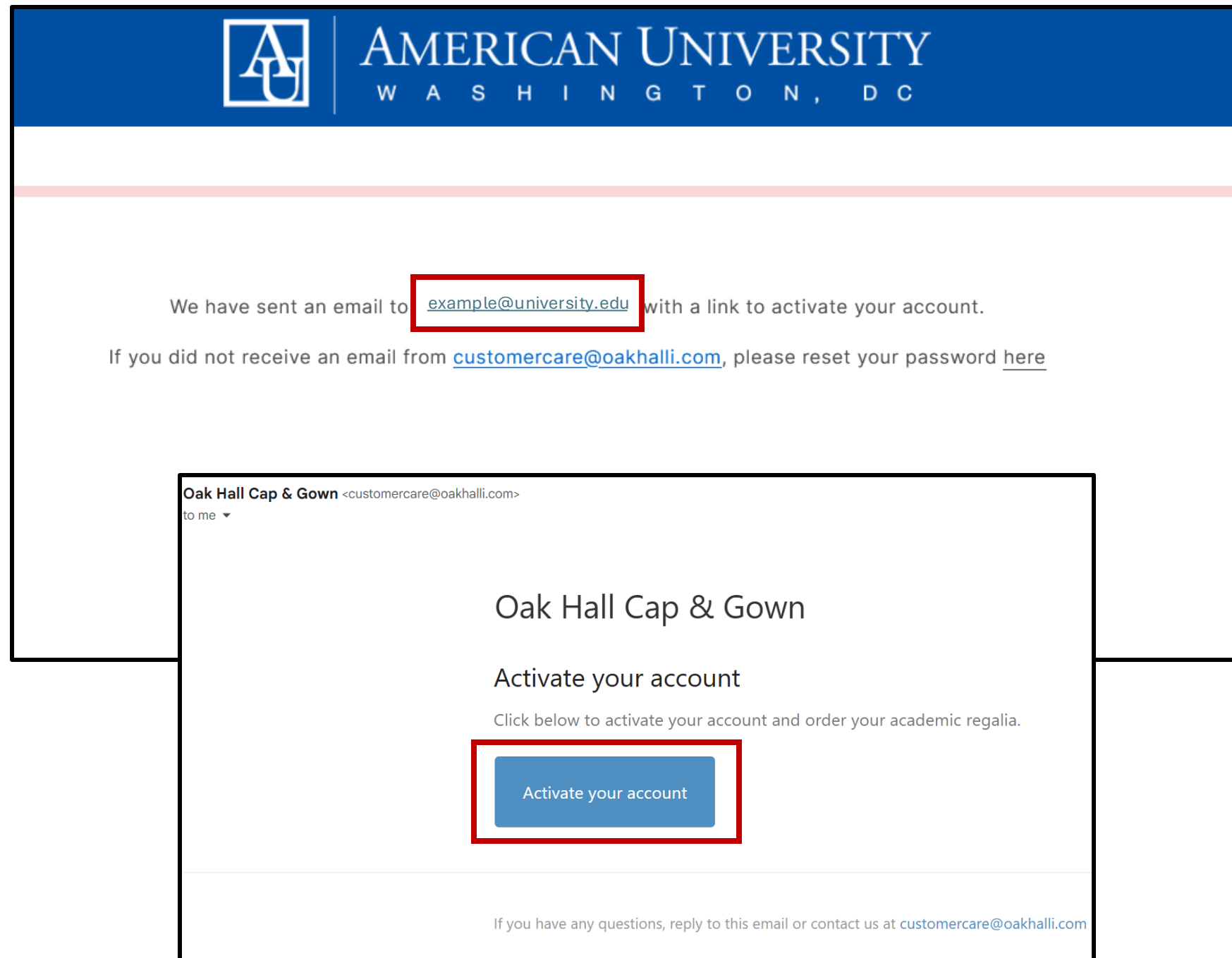
## Create Password

Currently there is no user account associated with your email address. Please complete the fields below and we will send a link to your email to complete the registration and place your regalia order.

You will receive an email to activate your account now that you have set a password. Click the “Activate your account” button in the email

Tips:

1. Check your spam/junk/other folder
2. Search for the email
  1. Sender is [Customercare@oakhalli.com](mailto:Customercare@oakhalli.com)
  2. Subject line is “Customer Account Activation”



The button will bring you back to the ordering page and automatically log you in.

Click “Let’s get started” and follow the on-screen steps to select your regalia



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LET'S GET STARTED

Select the appropriate option from the drop down menu

Click “Continue”

If you receive an error at this stage, it means you have either:

1. Entered the incorrect email – you should use your @student.American.edu email
2. Selected the incorrect degree
3. You have not been marked eligible to graduate or your eligibility has not been uploaded to the site

If you have questions about your eligibility to graduate, please contact your academic advisor. You are added to the ordering site 1 day after your are marked eligible to graduate



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## Select Your Degree Level Package



Please Select

Please Select

LL.M - Master Rental Package - Ship to Home


Rental Doctoral Package - Ship to Home



Now that you have logged into your account, the site will populate with your student-specific regalia sets

Select your preferred package and complete the checkout steps.


Hello, Nick


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Logout


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Rental Doctoral Regalia









	BASIC PACKAGE	BRONZE PACKAGE	SILVER PACKAGE	GOLD PACKAGE
	\$131.04	\$205.02	\$418.97	\$454.97
	<a href="#">SELECT</a>	<a href="#">SELECT</a>	<a href="#">SELECT</a>	<a href="#">SELECT</a>
Gown	✓	✓	✓	✓
Hood	✓	✓	✓	✓
Tam and Tassel	✓	✓	✓	✓
PHOTO ANNOUNCEMENTS 20 W/ENVELOPES		✓	✓	✓
PHOTO THANK YOU NOTES 20 W/ENVELOPES		✓	✓	✓