Invitation Ordering Instructions

When ordering Graduation Invitations it is based on the time of graduation, which is 2:30 for May Graduates and 10:00am for August and December Graduates. There are many steps before you get to the location where you choose the school and add your name, so I have compiled this document to hopefully make the process a little easier.

To ORDER: Go to http://www.shop.jostens.com and follow these easy instructions.
Graduation Invitations: Choose the “Hankamer Sch of Bus, Educ, Engr, & Comp Sci & Music” (2:30pm time)
Pinning Invitations: Choose the “Louise Herrington School of Nursing Pinning Ceremony”
There are many different packages to choose from, this is just an example.

When you click on your package, if you get the message below, click on “Design It” and it will take you on to the next step.
Basic Package

Step 7
Name, Degree & Major

Announcement

Enter your Name
Name: Betty Bear Baylor

Enter your Announcement text
Enter your first degree: Bachelor of Science

Enter your Announcement text
Enter your first major: Nursing

*Click on the drop-down menu to view your options.

Ceremony

Step 8
Select #1 for Graduation
Select #13 for Undergrad Pinning
Select #14 for Grad Pinning

Select your choice and then click Next.
Your date will then be processed for you to review.

The layout will be like this example.

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1. If you decide to only participate in Pinning, you may order Announcements for it at this point.
2. You may order Announcements for Graduation & Pinning, either, both or neither. It is completely up to you.

You will be asked to select several more items for additional materials, such as Labels and you will be given an opportunity to see all the things you have input and chosen to purchase before your final payment is made.

I hope this has helped with the ordering process.