



University of Louisiana Monroe

Guidelines for Decorating Graduation Caps

Please take into consideration the following guidelines when decorating your graduation cap.

Failure to follow these guidelines will potentially result in removal of the cap prior to the ceremony. Graduates will be allowed to participate in the ceremony without a cap.

Decorations on the cap must adhere to the following:

- Cannot contain any advertisement, symbols, abbreviations, initials, words, slogans, patches, or pictures that are of a sexual nature or refer to drugs or controlled substances, tobacco, alcohol, or weapons;
- Cannot denote an affiliation with gangs or which advocate drug use, violence, illegal activity, or disruptive behavior that is detrimental to the safety and welfare of others;
- Cannot be obscene, profane, vulgar, or lewd;
- Cannot threaten the safety and welfare of others;
- Only the flat, top area of the mortar board may be decorated. There may be nothing besides the tassel hanging down from any of the sides of the cap;
- Decorations must be flat on the surface of the cap. 3-D creations may not exceed a height of one inch above the mortar board surface; and
- Graduation caps will be reviewed and approved by a commencement volunteer on the day of your commencement ceremony upon graduate check-in. The dean of each college will have final approval authority.

It is appropriate to put the following on your cap:

- Thank a parent, grandparent, teacher, or friend;
- Recognize your college, department, major, or career field;
- Your graduation year;
- Your jersey number, if you are a student-athlete;
- The branch of the military in which you have served or will be serving upon graduation;
and/or
- Your home country's flag.