

IVY TECH COMMUNITY COLLEGE – INDIANAPOLIS

Cap Decorating Rules

Please take into consideration the following rules when decorating your cap for the commencement ceremony.

Failure to follow these rules will result in the removal of the cap at the ceremony.

Graduates **WILL NOT** be allowed to participate in the ceremony without a cap and gown.

- Only the flat, top area of the mortar board may be decorated.
 - There may be nothing hanging down from any of the sides of the cap.
- Decorations must be flat on the surface of the cap.
 - 3-D creations may be no higher than 1”.
- The tassel must be able to be moved from one side to the other, as dictated during the ceremony.
- Graduation caps will be reviewed and approved in advance of the ceremony.

Decorations that are **UNACCEPTABLE**:

- Contain any advertisement, symbols, abbreviations, initials, words, slogans, patches, or pictures that:
 - Refer to drugs or controlled substances, tobacco, alcohol, or weapons or be of a sexual nature and/or denotes an affiliation with gangs or which advocate drug use, violence, illegal activity, or disruptive behavior which is detrimental to the safety and welfare of other graduates, staff, faculty and/or guest.
- Be obscene, profane, vulgar, or lewd.
- Include numbers other than the graduation year.
- Threaten the safety and welfare of any person.

Decorations that are **ACCEPTABLE**:

- Thank a parent, grandparent, friend or instructor.
- Recognize the college, school, program or career.
- The graduation year.
- The branch of the military the graduate is affiliated with.
- The home country’s flag of the graduate.