

Request for  
***Videotape*** and/or ***DVD***  
UIS Commencement  
Ceremony



The Commencement Ceremony will be available on Videotape and DVD. Copies may be ordered from the UIS Office of Electronic Media.

The cost of the Videotape is \$25. The cost of the DVD is \$25. To order, please follow the instructions below:

1. Fill out this form.
2. Take the form to the Bursar on the lower level of the PAC building. Pay the total amount due by cash or credit card. They will mark this form "PAID," and give you a receipt.
3. Take the form marked "PAID" to the UIS Office of Electronic Media in PAC 138. Allow 4 to 6 weeks for delivery.

For additional information, please call 217/206-6799.

Number of Videotapes requested? \_\_\_\_\_

Number of DVDs requested? \_\_\_\_\_

*(please print)*

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address to which the Videotape(s) and/or DVD(s) should be mailed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*for BURSAR'S use only*

*for Electronic Media Office use only*