



MILES COLLEGE
P. O. BOX 39800
BIRMINGHAM, ALABAMA 35208

Office of the President

To: Graduating Class of 2020
From: Kenneth Coachman, Chief of Staff *KC*
Date: May 19, 2020
Subject: Ordering Cap and Gown On-Line

Graduating seniors it is imperative that you go on line and place your order for your cap and gown in order that it will be shipped directly to your mailing address. Time is of the essence. **Please place your order by** using the following email address: <http://colleges.herffjones.com/college/miles/>. Please follow all prompts to complete your order. Due to COVID-19 and the company closure your previous order became invalid. We recognized that many of you did place your order in the Miles College mail room and many of you did not. We would like to inform you that this order will be delivered to you at no mailing cost. **The deadline for ordering is Friday, May 22, 2020.**

If you have any questions please email (kcoachman@miles.edu) or call (205) 929-1457.