

Beulah Heights University Graduation Application

Name: _____

Degree Applying For:

- ____ Associate of Art \$125.00
- ____ Bachelor of Arts \$175.00
- ____ Master of Arts \$250.00

If you are *eligible* to graduate in 2010, please continue.

For Office Use Only:	Entry Year: _____	Total BHU Hours: _____	Transfers: _____	
	Approved: _____	GPA: _____	Honor: _____	
	Denied: _____		Forfeited: _____	
	Courses/hours needed to graduate: _____ / _____			
	1. _____	2. _____	3. _____	4. _____
	5. _____	6. _____	7. _____	8. _____
Summer Term				
1. _____	2. _____	3. _____	4. _____	

The Deadline to submit this application to the Registrar is **Oct 1, 2009.**

- Note:**
- ~ A \$100 penalty will be added to the graduation fee for all applications received **after** Oct 1, 2009.
 - ~ No applications will be accepted after **January 8, 2010**.
 - ~ Graduation fee is payable during Spring registration in **January, 2010**.
 - ~ **If you participated as a candidate for graduation in a previous BHU commencement, please request a DEGREE-REORDER application from the Registrar).**
 - ~ **A \$50 degree-reorder fee is due along with the reorder application.**

In order to march in the Spring 2010 commencement you must. . .

- ✓ **consult** with your Academic Advisor for approval and submit a copy of the approved analysis along with the graduation application. The deadline to submit these documents to the Registrar's office is **October 1, 2009**.
- ✓ **enroll** in and **complete** the required courses you need to graduate by April 24, 2010. With special permission, carry over of 12 or less credit hours may be completed during the following summer semester. However, we cannot extend a guarantee that the courses you need will be offered the Summer semester.
- ✓ **make** all payments by April 8, 2010. Your account must have a 0 balance in order for you to graduate.
- ✓ **have all appropriate material on file**, i.e. high school/GED transcript or college transcript, if applicable, references, Code of Conduct, and Statement of Faith signatures.

Name as it is to appear on your degree: (Please print clearly) _____

Current address: _____ **City/State/Zip** _____ **Ph. No:** _____

_____ I plan to **graduate** with the following degree/Major:

- | | |
|---|--------------------------------------|
| _____ AA Biblical Education | _____ AA Leadership & Administration |
| _____ AA Community & International Economic Development | |
| _____ BA Biblical Education | _____ BA Leadership & Administration |
| _____ BA Community & International Economic Development | _____ Minor: _____ |
| _____ MA Biblical Studies | _____ MA Leadership Studies |

Height _____ **Weight** _____ I need an **EXTRA** large gown _____ cap _____

- _____ I understand that I am responsible for completing all the requirements for graduation (See reverse side.). If all my requirements are *not* met, I will not be able to receive my degree.
- _____ I understand that if my high school transcript or GED is not on file I will not be able to receive my degree.
- _____ I understand that if I have an outstanding balance I will not be able to receive my degree.
- _____ I understand that if I have not paid my graduation fee I will not receive my degree.
- _____ I understand that I am required to participate in the graduation ceremony and that non-participation may cause me to forfeit my degree.
- _____ I am an undergraduate student, and I understand that by choosing to take 12 hours or less during the summer term, that I'm making that choice with the understanding that all courses needed may not be offered during the summer term.
- _____ I am a graduate and I understand that ALL course requirements must be completed by April 24, 2010.
- _____ I understand that all of the above must be satisfied in order to receive my degree.
- _____ **I understand that my degree will be invalid if all course requirements are not completed by Summer 2010.**

I faithfully commit to this agreement.

Signature: _____ **Date:** _____

Graduation Requirements

Approval of your Application for Graduation is based upon completion of the following requirements:

- ___ 1. Graduation application submitted
 - ___ 2. Graduation application approved
 - ___ 3. Completion of all courses required to satisfy major and program (See General Catalog)
 - ___ 4. 2.0 or above GPA for *undergraduate* students; 3.0 or above GPA for *graduate* students
 - ___ 5. Graduation fee paid in full
 - ___ 6. Account paid in full
 - ___ 7. Meet approval of faculty and the Board of Trustees
 - ___ 8. Must earn at least 33 semester credit hours at BHBC
 - ___ 9. Last semester must be completed at BHU
 - ___ 10. Completion of Assessment Exams (All students applying for any degree are required to complete the assessment exams.)
 - ___ 11. Completion of an Exit Survey (All students applying for any degree are required to complete the Exit Survey.)
 - ___ 12. All students applying for the BA degree is required to submit a 5-6 pages **Essay** formatted in Turabian, APA or MLA. This essay should cover 3 main points: (1) your personal relationship with Jesus Christ, (2) your educational experience at BHU, and (3) a description of how you will utilize the knowledge and experience you gained as you engage in future endeavors.
 - ___ 13. Financial exit exam, if applicable
 - ___ 14. High school transcript must be on file
- ✓ Special permission to march in the **Spring 2010** commencement exercise may be granted to students who have 12 or less credit hours remaining to be satisfied. In such cases, all courses and requirements must be completed by **July 17, 2010**. Failure to complete all graduation requirements by **July 17, 2010** will forfeit the degree applied for.
 - ✓ If all requirements are not completed by **July 17, 2010**, please note that upon completion you must file a new **“DEGREE RE-ORDER”** application and pay the appropriate degree reorder fee.
 - ✓ If you have any questions regarding meeting your graduation requirements, please feel free to contact the Registrar at 404-627-2681 ext. 141.