

Graduation Fees

Certificate	\$100
Undergraduate	\$200
Master Level	\$300



Registrar Office Use Only:

Form rec'd: _____
 CIW rec'd: _____
 Deg Aud Rept. Date: _____ Init.: _____
 Registrar signature _____
 Fee paid: _____ Date: _____

APPLICATION FOR GRADUATION

- Submit to the Registrar's Office: 1) this form and 2) your completed **Course Inventory Worksheet**. 3) appropriate graduation fee. Submission can be email or regular mail.
- **Submission Deadline: Feb. 1st** of each year.
- The Registrar's Office will notify you via email the results of its **Degree Audit**, indicating all outstanding program requirements and recommended approval or denial for graduation.

Anticipated Graduation Date: May __, 20_____

Student's Name: _____ Student ID: _____

Program: _____ Emphasis: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Primary Phone: _____ Email: _____

Desire Diploma In: English____ Korean____ Graduation Robe Size: _____ Cap: _____

I have compared my self-service Academic and unofficial transcript to the program requirements specified in seminary's catalog for the year I matriculated. I have enclosed my **Course Inventory Worksheet**. I understand that the Registrar's Office will email me a Degree Audit report indicating all outstanding program requirements and recommended approval or denial for graduation.

Student's Signature: _____ Date: _____

----- Below for office use only -----

Outstanding Requirements:

Courses: _____ Total credits: req'd _____ elect. _____

Non-course events: _____

Recommendation for graduation: Approval Denial Other Explanation: _____

Signed: _____

Action taken, if necessary: _____