



Gordon-Conwell Theological Seminary  
**2012 Graduation Information**

Please read this information carefully and complete the attached form in its entirety.

**Graduation Application Deadlines:**

Failure to meet these deadlines could result in the delay of your graduation until the next available graduation date.

<b>January 2012 Graduation:</b>	<b>May &amp; October 2012 Graduation:</b>
<b>September 30, 2011</b>	<b>January 27, 2012</b>

**Please keep this page for your reference. Return only the Graduation Application to the Registration Office.**

- In order to graduate in January or May, **all your coursework must be completed and grades submitted to the Registration Office by 8:00 a.m. on December 19, 2011 (January graduates) or 8:00 a.m. on May 7, 2012 (May graduates).** This means that all of your coursework must be submitted to the professor no later than December 9, 2011 (January graduates) or April 27, 2012 (May graduates). Please note, however, that the Semlink Office and some professors may require earlier coursework due dates; it is *your responsibility* to speak with your professors and arrange appropriate due dates for all courses taken during your final semester. **It is recommended that you do not take any BTI courses in your final semester because BTI schools operate on different calendars than GCTS and they may not be able to get us your final grade by the required deadline (which would prevent you from graduating).**
- Students who have maintained the minimum GPA to graduate and who, with the conclusion of the Spring semester, have **no more than two outstanding courses which can be completed in the summer immediately following** may apply for October graduation. Those courses must be registered by 8:00 a.m. on Monday, May 7, 2012, in order to be considered for October graduation and to participate in graduation exercises. All outstanding requirements must be completed by **August 17, 2012.** Diplomas for October graduates will be mailed in October.
- Once your coursework is complete, it is your responsibility to keep the Registration Office apprised of your mailing address if you will not be checking your GCTS mailbox regularly. Also, you are responsible to continue to check your GCTS assigned email account until commencement since we will continue to send important information there.
- After you apply for graduation, you will receive an updated checksheet and a letter which shows you what requirements, if any, you have left to complete. It is your responsibility to make sure that you sign up for these courses by the standard registration deadlines listed in the *Student Handbook* or you will not graduate.
- You will be charged a graduation fee at the end of the Fall semester (for January graduates) or the during the Spring semester (for May and October graduates).
- If you live within 250 miles of the Seminary, you are expected to attend the graduation ceremonies. **You must notify the Registration Office in writing by April 13, 2012, if you will not be able to attend.**
- All graduates will receive regalia (even those who graduate *in absentia*). Your regalia will be available in late April. Please watch the graduation memos that will be sent out by the Dean of Students for details on picking up your regalia. Students who graduate *in absentia* will receive their diplomas and regalia in the mail in June. The regalia are yours to keep.
- Graduating seniors who took out loans while at Gordon-Conwell are required to complete an exit interview. Stacey Glidden, Director of Student Financial Services, will be in contact with all students who must comply with this requirement.
- Students who change graduation from one session and/or year to another will be charged a postponement fee of up to \$50 if the change is made after the following deadlines:  

<b>Deadline to revoke January 2012 graduation:</b>	<b>September 30, 2011 (same as deadline to apply)</b>
<b>Deadline to revoke May &amp; October 2012 graduation:</b>	<b>February 17, 2012</b>

When you reapply for graduation later, you will be charged the full graduation fee at that time. If you apply to graduate in October and fail to complete your requirements by the appropriate deadline, you will be charged another full graduation fee when you reapply for graduation.
- Diploma and/or transcript holds:** Your diploma and/or transcript will not be released until all of your financial and academic obligations have been met. All accounts must be paid in full, Financial Aid Exit Interviews completed, and (if applicable) all copies of your thesis must be submitted and approved.

**Baccalaureate:**

Friday, May 11, 2012, at 8:00 p.m.  
 Gordon College Chapel

**Commencement:**

Saturday, May 12, 2012, at 10:00 a.m.  
 Gordon College Bennett Center

