2015 Graduation Information
Please read this information carefully and complete the attached form in its entirety.

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

Please keep this page for your reference. Return only the Graduation Application with the Graduation Fee to the Hispanic Ministries Office.

MASTER OF ARTS IN RELIGION
Graduation Requirements
Students in this program must complete 60 credit hours with a grade point average of 2.0 or higher.

DIPLOMA IN CHRISTIAN LEADERSHIP
Graduation Requirements
Students in this program must complete 18 credit hours with a grade point average of 2.0 or more in order to graduate. Students who wish to continue on to the Master's Level program will need to graduate with at least a grade point average of 2.5 or higher.

1. In order to graduate, all your coursework must be completed and grades submitted to the Hispanic Ministries Office by 8:00am a week before the actual graduation date. (For example: if Graduation date is scheduled for April 14th, all work and grades should be submitted by 8:00 am on April 7th). This means that all of your coursework must be submitted to the professor no later than two weeks before grades are submitted. (If following example above, then by March 24th). Please note, however, that the Semlink Office and some professors reserves the right to require earlier due dates it is your responsibility to speak with your professors and arrange appropriate due dates for all courses taken during your final semester.

2. Students who have maintained the minimum GPA to graduate and who have no more outstanding courses may apply for graduation.

3. Once your coursework is complete, it is your responsibility to keep the Registration Office apprised of your mailing address. Also, you are responsible to continue to check your GCTS assigned email account until graduation since we will continue to send important information there.

4. 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.

5. For Diploma graduations, you will be charged a graduation fee of $30 which is due a month before Graduation together with the Graduation Application.

6. 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.

7. Students who change graduation from one session and/or year to another will be charged a postponement fee of up to $50. 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.

8. 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.

9. If you would like to be a participant of the South Hamilton Master's Level graduation and you live within 250 miles of the Seminary, you are expected to attend the graduation ceremonies. You must notify the Hispanic Ministries Office in writing by April 15th, if you will not be able to attend. (This only applies for students graduating from the Master of Arts in Religion.)
2015 Graduation Application

Please read the information included with this form carefully and complete this form in its entirety. Incomplete information may result in misspellings on your diploma.

☐ Hispanic Initiative  ☐ COGOP  ☐ Leader of Leaders

Name (Please print your name exactly as you would like it to appear on your diploma. No titles, please.)  GCTS ID #  Date

Graduation Place and Graduation Date  Degree(s)  Concentration(s) (If applicable)

Region:
☐ South America  ☐ Caribbean / Central America
☐ South Korea  ☐ South Africa  ☐ North America

*Please note: We will send all graduation correspondence to your GCTS E-mail.

Current Mailing Address (Be sure to inform us of any address changes immediately.)

Street
Street (continued)
City  State  Zip  Country

Post-Graduation Address

☐ Same as my current mailing address

Street
Street (continued)
City  State  Zip  Country

Phone  Phone 2  Mobile Phone
☐ Use this for my Post-Graduation Address

Anticipated Graduation Date

Applications for graduation must be received by the Hispanic Ministries Office no later than a month before your official Graduation date. You must maintain the minimum GPA to graduate and, with the conclusion of the previous semester, you must have no outstanding courses. In order to graduate, all your coursework must be completed and grades submitted to the Hispanic Ministries Office by 8:00 am a week before the actual graduation date.

☐ If in the Master's Degree Program, I will be graduating in absentia

You must notify the Hispanic Ministries Office in writing by April 15, 2015, if you will not be able to attend the graduation exercises.

*Please Note: If you live within 250 miles of the Seminary, you are expected to attend the graduation exercises.

Student Signature (REQUIRED)  Date