

APPLICATION TO GRADUATE



Application Deadlines: January conferral – October 31, May conferral – November 14

I have reviewed my Advisor Report to ensure the program requirements have been met. Please use the worksheet on the back of this application. It is recommended you meet with your advisor to assist you in this process

\$100 graduation fee (\$200 November 19 – February 28, May conferral only)
Receipt # _____

I am applying to graduate:

January _____ (year) OR Spring _____ (year)

Degree _____
 Major/Conc1 _____
 Minor/Conc2 _____
 GPA _____
 Registrar: _____ Date _____

I.D. # _____ Email address: _____ King's mailbox #: _____

CLEARLY PRINT your name **EXACTLY** as you would like it to appear on your degree/diploma.

_____ Middle Name _____ Last Name _____
 First Name

Hometown and province/state (to be printed in graduation program): _____

Degree Sought:

- Bachelor of Arts 3-Yr 4-Yr Concentration/Major: _____ 2nd Concentration/Minor: _____
- Bachelor of Science 3-Yr 4-Yr Concentration/Major: _____ 2nd Concentration/Minor: _____
- Bachelor of Commerce Minor: _____
- Bachelor of Music
- Bachelor of Education (After Degree) Elementary Secondary Major: _____ Minor: _____
- Church Music Diploma Performer's Certificate Artist's Diploma Micah Studies Certificate
- Drama and the Environment Certificate Education and the Environment Certificate Youth Ministry Certificate

Convocation: One convocation ceremony is held in May for all graduates from the current academic year

- Yes I will attend Convocation. The University rents gowns for the convocation ceremony. In order to rent the appropriate size, please complete the following:
 Height (with dress shoes on): _____ I require a full fit gown (provides extra room in the body)
- No I will not attend Convocation.

Please Check One:

- I would like to pick up my degree when it's available. (Notification will be emailed to the address above)
- Please send my degree to the following address: (**Address must be current for time of degree conferral**)

Address: _____
 City: _____ Prov: _____ Postal Code: _____ Phone: (____) _____

Signatures:

 Student Date

 Received by Registration and Student Finance Office Date

This application is valid for the convocation indicated only – in the event that you do not meet graduation requirements, you must reapply for graduation.

Graduation Worksheet

Instructions

(BEd students only need to meet the required courses for their EDUC major (57 credits) and their open elective (3 credits), please ignore the rest of the requirements)

1. Go to registry.kingsu.ca, choose “Students” and login.
2. Select “Program Advisor Report” from the menu.
3. Total Credit Requirement

Select “Courses Listed According To Program Requirements”, scroll up slightly for your “Total Credit” count. Add your Total Credits Completed with courses currently enrolled in at King’s (Fall/Winter).

Met Total Credits Required

4. Program Requirements

- a. Select “Top of the Report”
- b. Select “Program Analysis”. Use the sections listed in the Program Analysis to determine if the program requirements listed on this sheet are met.
- c. For each program requirement, include everything you have complete and are presently enrolled in at King’s (Fall/Winter).
- d. At the bottom of this sheet, please list how you plan to meet all missing requirements (ie. Courses to be added at TKUC; courses enrolled/to be enrolled in at another institution; Program Exceptions, etc.).

- | | |
|--|--|
| <input type="checkbox"/> Met Foundation Requirements | <input type="checkbox"/> Met credits required for minor (if applicable) |
| <input type="checkbox"/> Met Breadth Requirements | <input type="checkbox"/> Met course requirements for minor (if applicable) |
| <input type="checkbox"/> 3 Credits of Interdisciplinary Studies | <input type="checkbox"/> Met Cognate Requirements |
| <input type="checkbox"/> Met credits required for major/concentration | <input type="checkbox"/> Met senior level credits required |
| <input type="checkbox"/> Met course requirements for major/concentration | <input type="checkbox"/> Graduation GPA (see chart) |
| <input type="checkbox"/> Major GPA (see chart) | |

BA/BMus/BSc/BCom	2.0
ENVS	2.5
BEd	2.7

Missing Courses

How It Is Being Met

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

***Please note you must provide proof of registration in required courses by March 31.