

BRYAN COLLEGE APPLICATION FOR GRADUATION UNDERGRADUATE PROGRAMS (AGS)

All candidates for a degree must file an Application for Graduation 3 months prior to anticipated graduation date. No student will be placed on the prospective graduate list until this application is on file in the Registrar's Office.

Student Name: _____ Best way to contact me: _____

Please indicate how you would like your name printed on your diploma. Please PRINT clearly and put your name in First-Middle-Last order. Please indicate spaces, upper case, and lower case letters.

Name on diploma: _____

Please indicate how you would like your hometown and state listed in the commencement program.

Town: _____ State (or country): _____

Commencement Participation

All graduates are encouraged to participate in the commencement exercises following the completion of the program and the completion of all graduation requirements.

There are three possible graduation/degree conferral dates each year (early May, late August and mid-December). There are two commencement *ceremonies* each calendar year; early May and mid-December. All grades must be posted and all official transcripts on file the Monday *prior* to the graduation date.

Since there is no ceremony in August students with one or two courses (a maximum of seven credits) outstanding may participate as *candidates* for graduation in the May ceremony provided they are registered at Bryan College for the outstanding courses (the seven hour limit would include courses which are in progress) and have an approved plan to complete their program by August 31 of the same year. Students engaged in the Credit for Prior Learning Process do not qualify for this exception. In order to participate in the December commencement ceremony all requirements must be completed. In no case, may a student participate in two commencement exercises for the same degree.

Anticipated Completion

I expect to complete all academic requirements no later than (month/year) _____

Graduation Ceremony

____ I plan to participate in the May 20 ____ or December 20 ____ commencement ceremony.

____ I do not plan to participate in any commencement ceremony.

MAJOR/DEGREE PROGRAM

____ Bachelor of Business Administration with an option in _____

____ Bachelor of Science with a major in Applied Psychology

____ Bachelor of Science with a major in Criminal Justice

____ Associate of Science with a major in Business

Credit for Prior Learning (Portfolio) – Bachelor Programs only

____ I intend to complete _____ hours of Portfolio Credit. I am aware of the portfolio deadlines.

____ I do **not** plan to complete a portfolio for academic credit.

Courses taken at another institution must be approved by filing a *Petition for Off-Campus Credit*. Your graduation date and diploma will be dated for the next graduation date following receipt of your *official* transcripts.

Student Signature _____ ***Date*** _____

Please return completed form to: registrar@bryan.edu, fax 423-775-7215, or mail to Bryan College, 721 Bryan Drive Box 7784, Dayton, TN 37321.

There is a graduation fee due prior to the anticipated completion date. Payment (cash, check, MO) can be submitted to the Financial Services office at Bryan College, 721 Bryan Drive, Box 7787, TN 37321 or paid online at www.bryan.edu/payment. Please indicate "Graduation Fee." To see if the fee might be covered using financial aid please contact Financial Services at 423-775-7460.