



NAME: _____
 Student ID: _____
 Semester to Graduate: _____

APPLICATION FOR DEGREE

Must be turned into Registrar's Office
 By: December Graduation – October 1
 May Graduation – February 1

UNDERGRAD APPLICATION

NAME: EXACTLY THE WAY IT WILL APPEAR ON YOUR DIPLOMA
 Titles such as Mr., Mrs., Reverend, Elder, etc. are NOT included
 Middle name or Initial usually is included.

Name: _____

Phonetic Pronunciation (if needed): _____

CONTACT INFORMATION: Please use address for **AFTER** graduation

Mailing Address: _____

Phone: Cell _____ Home _____

Email: _____

DEGREE: (*Circle one*) Certificate A.A. B.S. B.A. BMus.

Major: _____

Emphasis: _____

Second Major (other than Bible and Theology) _____

Minor: _____

CALVARY UNIVERSITY GRANTS A DOUBLE MAJOR ON ALL STUDENTS.
 The second major is Bible. Do you want this printed on your diploma? (*Bachelor's Degree recipients only*)

YES NO

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The following information is required to insure your regalia fits properly.

Height: ____ ft ____ inches Weight: ____ lbs

Did you receive student loan(s) at any time during your studies at Calvary University?

YES NO

I am applying for the degree noted and authorize the Registrar's Office to add the graduation fee to my semester charges or student account during my last semester of enrollment at Calvary University.

STUDENT SIGNATURE

DATE

Application for Degree must be completed and returned to:

Registrar's Office
Calvary University
15800 Calvary Road
Kansas City, MO 64147-1341

OR faxed (816-331-4474) OR e-mailed (registrar@calvary.edu)

FOR OFFICIAL USE:

Date received: _____ by _____

Added:

_____ Excel Master List	_____ Mail/Email Distribution List
_____ Commencement Program	_____ Degree Audit
_____ Diploma Order	_____ GPA Calculations
_____ Regalia Order	_____ Approval/Honors List
_____ Financial Aid	_____ Cashier
_____ Library	_____ Dean's Department
_____ Alumni Department	_____ Christian Character (Per Faculty Approval)

Calvary University

Application for Degree – Fall 2021 / Spring 2022 Graduation Packet – Undergraduate

PLEASE READ ALL INFORMATION THOROUGHLY

Please complete and return the application for degree only if you have completed all required course work for your degree program or if you will complete all requirements by or during the 2021 / 2022 fall or spring semester.

- Internships are to be completed in the semester prior to the semester in which graduation is anticipated.
- Any course work taken from other institutions granting college-level academic credit is to be completed and official transcripts received by April 1st. (It is suggested that all course work from another institution be completed one semester in advance of graduation)
- Candidates who have not completed their degree requirements as specified above **will not be permitted to participate** in the Commencement exercises.
- Candidates who **fail a needed course** during the semester of Commencement will not be permitted to participate in that Commencement.
- Christian Ministry requirements must be met.
- Students not satisfying these requirements will have to wait and participate in the Commencement exercises following the completion of their degree requirements.
- If returning to Kansas City for Commencement would cause extreme hardship (i.e., a candidate is out of the country), a written appeal to be graduated in absentia may be presented to the Registrar's Office by April 1st.
- Students are required to attend Baccalaureate and Commencement Programs.
- All students, attending or not attending, are required to pay graduation fees.
- Application for Degree Deadline
 - Fall Graduation: October 1, 2021
 - Spring Graduation: February 1, 2022

All fees for graduation are **non-refundable**.

More information on specific times and locations for all events will be emailed closer to the events.

2021 / 2022 GRADUATION INFORMATION

All dates / times / events subject to change

You are responsible for the information in this packet, so please read all information carefully.

<u>Date</u>	<u>Description</u>	<u>Time</u>
Oct. 1, 2021	Fall Graduation Application Deadline	
Dec. 17, 2021	This date will appear on diplomas & transcripts for Fall graduates. No diplomas will be issued until Spring Commencement.	
Feb. 1, 2022	Spring Graduation Application Deadline	
TBA, 2022	Senior Banquet	
May 5, 2022	<u>Awards Chapel</u> (<i>Family is Welcome</i>) Liberty Chapel – Calvary Campus	11:00 am
May 5, 2022	<u>Alumni Induction Luncheon</u> Families Included – RSVP to Alumni office You will be sent information in the Spring.	Noon
May 6, 2022 *	<u>Baccalaureate</u> (Family's Welcome) Liberty Chapel – Calvary Campus REGALIA REQUIRED <i>*Attendance Required – unless graduating in Absentia</i>	11:00 am
May 6, 2022 *	<u>Graduation Rehearsal</u> Graceway <i>*Attendance Required – unless graduating in Absentia</i>	2:00 pm
May 7, 2022 *	<u>Commencement</u> Graceway Church 5460 Blue Ridge Cutoff, Raytown, MO 64166 <i>Attendance Required – unless graduating in Absentia</i> REGALIA REQUIRED <i>*Attendance Required</i>	10:00 am

2021 / 2022 Financial Information

- Graduation Application Fee: This is the amount of money charged by Calvary University to satisfy obligations incurred to conduct graduation. Deadlines will be strictly enforced, and late fees may apply without exception
- The graduation fee must be submitted by April 1, 2022.
- You may pay by cash, check, money order or credit card at the Cashier's Office.
- Graduation fees are **non-refundable**.
- All your financial responsibilities must be taken care of by April 1st. Your account must be current and paid in full by this date. Financial responsibilities include your graduation fee, tuition, room and board, and any library fines.
- All library books must be returned by April 22nd. All fines must be paid by that time.
- Students who owe \$500.00 or less on April 22nd will be allowed to participate in the Commencement ceremony **BUT** will **NOT** receive their diploma until ALL financial obligations have been paid.
- Students owing greater than \$500 will **NOT** be allowed to participate in the Commencement ceremony unless previous arrangements (BEFORE April 22nd) are made with the business office.
- Fees: (subject to change)
 - ✓ One-Year Certificates: \$ 50.00
 - ✓ Associates Degrees: \$ 70.00
 - ✓ Bachelor's Degrees: \$120.00
 - ✓ Masters Degrees: \$150.00