



1211 South Glenstone Avenue,  
Springfield, Missouri 65804 USA

## GRADUATE SCHOOL OF THEOLOGY APPLICATION TO GRADUATE

Phone: 1-800-443-1083 (USA); 417-862-9533 (Outside USA)  
Fax: 417-869-5623; Email: sgs@globaluniversity.edu

<b>When you have completed (or are near completing) all requirements for your Master of Arts or Master of Divinity degree program, complete and return this form with a Request for Student Service and applicable fees to authorize Global University to process your graduation check.</b>			
<b>Global University has a commencement ceremony in Springfield, Missouri, each June. If you wish to attend this ceremony, you must submit this Application to Graduate by April. All academic requirements must be met, all grades posted, and your request to graduate processed before a diploma can be issued for your degree. A Commencement Sign-Up Form will be mailed with your diploma. The deadline to submit your commencement Sign-Up Form with appropriate payment is May. Contact graduation@globaluniversity.edu for additional information.</b>			
<b>Student name</b>		<b>Student number</b>	
<b>Address</b>		<b>Office code</b>	
		<b>Phone (MUS only)</b>	
		<b>Email</b>	
		<b>Date of birth (da/MON/yr)</b>	
<b>Student name as it should appear on diploma (please print)</b>			
<b>Anticipated date to complete all academic requirements</b>			
Check appropriate <b>degree title</b> below. Your degree title will be listed on your diploma. Both your degree title and degree plan/concentration will be listed on your transcript.			
Master of Divinity		Master of Arts in Ministerial Studies (circle plan) Broad Field / Education / Leadership / Missions	
Master of Arts in Biblical Studies (circle plan) Broad Field / New Testament			
Other Title—ONLY with prior approval			
<b>Graduation fee and academic apparel.</b> Academic apparel ordered below is for local ceremony only. Does not include GU commencement fee or academic apparel for commencement. Check item below that applies			
<input type="checkbox"/> \$45 Graduation fee (Y358) ONLY—Does not include any graduation apparel.			
<input type="checkbox"/> \$75 Graduation fee (Y358) and <b>optional</b> G3026E-XX Master's hood (no cap, gown, or tassel)			
<input type="checkbox"/> \$105 Graduation fee (Y358) and <b>optional</b> G3025E-XX Master's cap, gown, tassel, and hood			
<b>Payment method (check one)</b>		<input type="checkbox"/> Check	<input type="checkbox"/> Visa
		<input type="checkbox"/> MasterCard	<input type="checkbox"/> Discover
Credit card account number		Expiration date	
<b>If you selected cap and gown for your local ceremony, please provide the following information.</b>			
<input type="checkbox"/> Male	<input type="checkbox"/> Female	Height in inches	Weight in pounds
Cap size (measure around head one inch above eye brows and ears. Exact size in inches)			
<b>Date of local graduation recognition</b>		Allow 8 weeks for delivery of academic apparel.	
<b>Note to students who plan to participate in the commencement ceremony in June: Academic apparel for GU's commencement ceremony must be ordered on commencement Sign-Up Form.</b>			
<b>For Office Use Only:</b>			
Date graduate check completed		Date academic apparel ordered	
Date diploma processed		Order no.	Tracking no.
Date diploma mailed		Date apparel sent to student	