

East-West University

GRADUATION APPLICATION

PLEASE PRINT YOUR NAME CLEARLY – AS IT WILL APPEAR ON YOUR DIPLOMA

NAME _____
First Middle Last

Student ID No _____

Permanent Mailing Address _____

City _____ State _____ Zip _____

Phone _____ (Cell) _____

Email _____

DEGREE INFORMATION

Please select your degree program:

<input type="checkbox"/> Bachelor of Arts in Liberal Arts	<input type="checkbox"/> Associate of Arts in Liberal Arts
<input type="checkbox"/> Behavioral Sciences	<input type="checkbox"/> Associate of Applied Science in Computer and Information Science
<input type="checkbox"/> English and Communications	<input type="checkbox"/> Associate of Applied Science in Electronics Engineering Technology
<input type="checkbox"/> Mathematics	<input type="checkbox"/> Associate of Applied Science in Office Administration
<input type="checkbox"/> Bachelor of Science in Computer and Information Science	
<input type="checkbox"/> Bachelor of Science in Electronics Engineering Technology	
<input type="checkbox"/> Bachelor of Science in Business Administration	

Or, Certificate Program Name: _____

GENERAL EDUCATION CHECK *(does not apply to certificates)*

To be filled out by Records Officer

ERN Hours: _____ HM 279: _____ GenEd: _____

Cum GPA: _____ EN 490/1: _____ MFAT: _____

Comments: _____

FINAL TERM ADVISING

To be filled out by Academic Advisor

Upon successful completion of the following requirements, I certify that this applicant will be eligible for the above named degree.

COURSES REMAINING: _____

PROGRAM GPA: _____ FINAL TERM SHOULD BE: _____

Comments: _____

Advisor Signature _____ Date _____

CONDITIONS TO BE FULFILLED BY THE CANDIDATE FOR GRADUATION

1. The applicant must have attained a minimum of 2.0 cumulative grade point average in all academic work completed at this University prior to filing this application.
2. The applicant must also have attained a minimum of 2.0 cumulative grade point average in the major field of concentration.
3. The applicant must complete a minimum of 24 or 48- quarter hours of work in residence required for an Associate or Bachelor degree respectively.
4. The applicant must meet all requirements of the General Education Core, Major Field of Study, and Minors or Free Electives specified in the catalog for his/her degree programs.
5. The applicant must attain a balance between lower division and upper division level courses as specified in the catalog and complete all requirements in the major.
6. The applicant must successfully complete the GenED and MFAT exams.
7. Official copies of the transcripts from each institution you have attended must be on file with the Records office.
8. The applicant is responsible for settling financial accounts and other charges with the University before he/she is admitted to the convocation ceremony.
9. The graduation fee of \$100.00 must be paid in full two weeks before the Convocation Ceremony. (The fee is nonrefundable).

It is my understanding that all of the above conditions must be met or I am subject to being excluded from the convocation ceremony and must re-file for the next one.

I take full responsibility for the accuracy and legibility of the information on this form. Should a diploma be ordered incorrectly due to the information provided by me, I agree to the cost of \$30.00 for reordering my diploma.

Receipt of Diploma may take six to eight weeks after the end of the term. If you wish to have your diploma mailed, you must fill out the appropriate request form obtained from the Records Office.

Do you intend to participate in the Graduation Ceremony? *(Check one)*

_____ Yes! I can't wait!

_____ Regretfully, I am unable to attend.

Student Signature _____ Date _____

Please return this application to the Records Office when complete.