

# GRADUATE GRADUATION AND DEGREE CONFERRAL

## Graduate Graduation Application (p. 1)

Graduate students who plan to graduate must submit a Graduation Application to the Office of the Registrar one year prior to graduation. The application is submitted as part of the student's completed grad plan (using Degree Audit Planner) with their major department's guidance. Once submitted, a Degree Specialist will review it and assign each student a degree status. The Graduation Processing Fee will be placed on the student's account at this time. In addition, students who fail to submit their application before their graduating term will be charged a late graduation application fee. This fee will be assessed for any application submitted after the last day of the Add period of the student's desired term of graduation. No applications will be accepted after November 15th for Fall degree conferral and March 15th for Spring degree conferral/commencement during the student's last term. Thereafter, the student must participate in the next available commencement ceremony.

## Requirements for all Graduate Degrees (p. 1)

Refer to individual degree programs for specific requirements for graduation.

All graduate degrees require a minimum of 30 degree applicable credits for graduation. Any approved exceptions to this minimum can be found on individual degree program pages.

1. All academic requirements must be completed prior to graduation. Approval of the Graduation Application must be obtained from the department program advisor. The student is responsible for submitting the Graduation Application. An Academic Records and Degree Specialist, in the Office of the Registrar, will review.
2. All course work during the final semester, which will be applied toward graduation requirements, must be taken at Biola University. Transfer credits, via an official transcript, must be received by the Office of the Registrar by the first day of a student's graduating term.
3. A minimum of 24 credits must be taken at Biola University in the degree program.
4. For students enrolled in an accelerated bachelor's/master's program, a minimum of 30 credits of graduate-level coursework must be completed in total across both the undergraduate and graduate transcripts. Credits earned through Advanced Standing (<https://catalog.biola.edu/tst/#AdvancedStanding>) do not count toward the 30-credit minimum requirement for graduate-level courses. Courses designated as graduate-level and applied to the undergraduate degree will count toward this 30-credit minimum. Students should refer to individual program requirements to determine how these courses should be taken.
5. Credit for prior learning may be awarded above and beyond the minimum 24 credits.
6. A minimum of 24 distinct credits must be completed at Biola in any additional graduate degree at the same level. This applies to the second (or additional) degrees and double degrees taken at Biola

for all graduate programs except Talbot (see Talbot section of this catalog).

7. All requirements (i.e. substitution request forms, Capstones, Th.M. comprehensive exams) counting toward graduation must be received by the Office of the Registrar prior to November 15th for Fall commencement and March 15th for Spring commencement.
8. Students will need to pay the Graduation Processing Fee.

## Graduation Honors - Graduate Programs (p. 1)

Honors at graduation for master's program recipients are based on grade point average, overall performance, Christian values, and a minimum of 24 credits completed in residence at Biola University. Honors are not automatically granted. The University may raise the standards at any time.

The university honors have been defined by the Academic Standards Committee as:

Honor	GPA
Honors	3.50–3.69
High Honors	3.70–3.89
Highest Honors	3.90–4.00

Honors recognized in the commencement program are based on the last completed semester and may be changed based on the processing of final grades. GPA standards for honors must be met with no rounding of numbers. Graduate students should check their program section in the catalog for honors qualification and honor society recognition.