

MASTER'S DEGREE GRADUATION INFORMATION 2009-10

Assemblies of God Theological Seminary

Graduation Requirements

- Satisfactory completion of all degree program requirements.
- Satisfactory grade point average (2.0 minimum for M.Div.; 2.5 for M.A.).
- Must be in good standing as stated in the AGTS catalog (see *Academic Status*).
- As prescribed by the specific degree program in which enrolled . . .
 1. Pass a written comprehensive examination; or
 2. Submit a seminar-quality research paper that is read and approved by faculty; or
 3. Complete a field education research project.
- Satisfactory resolution of any financial obligations in the AGTS Business Office.
- Register to graduate and secure approval of the Academic Affairs Committee and Faculty.
- Complete graduating student questionnaire.
- Participate in commencement exercises (written approval to be absent must be secured through the Registrar's Office).

Graduation Registration

The cut-off date to register for graduation is October 30, 2009. Commencement is held in May. Students who complete degree requirements during the summer months may participate in commencement if approved. (Note: *Students who plan to complete final courses for their degree during the summer sessions should not register to graduate and participate in the May commencement if they have any doubts about keeping that commitment.*) **Students are personally responsible to confirm with the Registrar's Office to be sure all degree requirements are satisfied.**

Graduate Approval

Approval to graduate comes from the Academic Affairs Committee and faculty through the registrar. An official letter of approval or disapproval will be sent to each prospective student registered to graduate.

Graduation with Honors

Graduating students completing a degree program with a grade point average of 3.70 will graduate *cum laude*; 3.80 gpa—*magna cum laude*; and 3.90 gpa—*summa cum laude*. Summer graduates cannot receive this honor at the May graduation, but it will be posted on the transcript and diploma in August. Fall and spring graduates should contact the Registrar's Office for specifics about honors recognition at commencement. A limited number of graduates are elected into the Kappa Delta Chi Honor Society each year by the faculty. (See the *AGTS Student Handbook "Honors."*)

Degrees

The degree earned will be recorded on the transcript at the end of the semester in which all the degree requirements are completed. The last day of that semester is the official graduation date (*Fall—December 11, 2009; Spring—April 23, 2010; Summer—August 1, 2010*). Diplomas will not be distributed prior to the May commencement.

The diploma cover received at commencement is empty. Fall graduates may pick up diplomas and final transcripts immediately following commencement provided all of the degree requirements are satisfied and the account is paid in full. (*To receive diplomas at commencement, outstanding balances must be paid by April 5, 2010. Spring diplomas are released in mid-June. Summer diplomas are mailed in September.*) **Important note: Diplomas cannot be cleared for release during the two weeks prior to commencement.**

Change in Graduation Plans

In the event it is impossible to complete the degree requirements originally planned, immediately notify the registrar at AGTS.

Graduation Announcements/AGTS Class Rings

February is the deadline to order graduation announcements. Seminary rings may be ordered anytime through the AGTS Bookstore (417-268-1000, ext. 1055).

Graduation Events

Graduation activities include a banquet and the commencement service on April 30 and May 1. Details concerning these events will be forthcoming in March.

Academic Attire

Cap and gowns may be picked up in April in the Registrar's Office. Master's graduates will keep the academic attire.



ASSEMBLIES of GOD
THEOLOGICAL
SEMINARY

2009-10 GRADUATION APPLICATION

Return to the Registrar's Office by October 30, 2009

Full name: _____ Soc. Security No. _____

Address: _____ City/State _____ Zip Code _____

Telephone: _____ E-mail: _____

Are you licensed/ordained minister with the Assemblies of God yes no Which A/G District: _____

Other Denomination _____

Church while attending seminary: _____ City/State _____

Your home city, state and (or country) for the commencement program:

Your home church, city and state:

Degree you will complete: Master of Divinity Master of Arts in _____

List all prior degree(s) and institution(s) where earned: _____

Confirm the semester you will complete all degree requirements, including comp exam or paper (if uncertain of completing all requirements, please indicate a later semester):

Fall Semester (December 11, 2009) **Spring Semester** (April 23, 2010) **Summer Semester** (August 1, 2010)

List the courses you still need to complete for your degree program:

Course No.	Course Title	Hrs	Sem/Yr

(OVER)

Please print:

Your name as you want it to appear on your diploma:

Your name as you want it announced and written in the commencement program:

The address where your diploma should be mailed:

Your cap and gown measurements (approximate): Height _____ Weight _____

Note:

All prospective graduates **are required** to complete the online **Graduating Student Questionnaire**. Information will be emailed to the graduate about six to eight weeks prior to the end of his/her last semester at AGTS. *(Confirm email address on file.)* **Please contact Jan Maempa if you have any questions (jmaempa@agts.edu or 417-268-1014).** *To ensure that release of diploma is not delayed, make sure that you complete this questionnaire.*

Early graduation for summer students is a privilege granted by the Seminary upon request and under certain conditions. In making this request, the student acknowledges that honors recognition cannot be granted at commencement since GPA computations are not available at that time for course(s) taken during the spring semester. Students concerned about public recognition of honors should plan to graduate after all classes are completed and GPA's are computed. Academic honors will be recorded on the transcript after all grades are finalized. Students who plan to graduate in the fall or spring should contact the Registrar's Office for specifics about academic honors recognition.

I understand that it would be legally fraudulent to write or state that I have graduated from the Assemblies of God Theological Seminary until all requirements for my degree have been fulfilled and my student account is paid in full.

My signature on this form denotes my intent to complete the degree requirements and graduate as stated. In the event I find it impossible to complete the requirements as planned, I agree to immediately notify the Registrar in writing.

I give permission for AGTS to include my declared denominational affiliation with my directory information. This includes release of my directory information to representatives from this denomination and/or media, if requested by such representatives.

Signed by: _____

Date: _____

FOR OFFICE USE ONLY

____ Incomplete/In Process Grades
____ Comp/Analytical Paper/Project
____ Signed Degree Program
____ Transcript
____ Account Clear
____ Questionnaire Completed
Degree Coord. Appr. _____
Year/degree _____
Degree completed _____
Signed (attached) _____
Account paid in full _____
Degree posted on transcript ____
Classification changes _____
Diploma/final transcript released _____
Picked up _____ Mailed _____