



GRADUATION APPLICATION

Packet must be completed & submitted once registered for courses of graduating semester.

Dear Graduating Senior,

Congratulations on your upcoming graduation from Arlington Baptist University!

Enclosed in this Graduate Application, you will find essential information to help you finalize your graduation process. This includes details about graduation events and important forms that must be completed **PRIOR** to your final semester.

Should your plans to graduate change after you have reviewed this packet, please contact the Office of the Registrar as soon as possible.

Throughout your time at Arlington Baptist University, you have journeyed alongside us in our mission to engage, equip, and empower authentic biblical Christ followers. Your dedication and growth during this time reflect our shared commitment to fostering a community of faith and service. We are excited to see how you will continue to make a meaningful impact on the world.

Sincerely,

The Administrative Office

DIPLOMA INFORMATION

PRINT YOUR NAME BELOW EXACTLY AS IT WILL APPEAR ON YOUR DIPLOMA.

Student's First, Middle, & Last Name:

Personal Information

Student ID: _____ First Enrolled Semester: _____

Permanent Mailing Address: _____

City: _____ State: _____ Zip: _____ Cell Phone: _____

Are you a US Military Veteran? YES NO Are you an International Student? YES NO

Personal Email Address: _____

ABU Email Address: _____

Did you participate in college athletics for ABU? YES NO Sport: _____

Concluding Courses

Fill in the semester in which your coursework will be complete:

Fall Semester (December) _____ (year)

Spring Semester (May) _____ (year)

Summer Semester (August) _____ (year)

Hours enrolled in final semester: _____

Bachelor's Degree: Bachelor of Science

Majors: Bible / _____

Concentration(s) (if applicable): _____

Master's Degree: _____

Concentration(s): _____

Student's Signature: _____

GRADUATION REQUIREMENTS

The following requirements must be met to receive an ABU degree:

1. Complete the prescribed program and major(s) in which a student is enrolled with a 2.0 cumulative GPA.
2. Complete a minimum of 128 hours with 30 hours in residence with the last 24 hours in residence.
3. Complete all required Spiritual Formation assignments.
4. Pass a test on the University's Articles of Faith.
5. Demonstrate the character expected from a Christian whose life is conformed to biblical standards.
6. File a Graduation Application with the Office of the Registrar during registration of the semester when final requirements are expected to be met.
7. Meet all financial obligations.
8. Participate in commencement exercises. Exceptions require approval of the Vice President of Academic Affairs.
9. Participated in at least one university-approved mission trip.

Students who have six (6) or fewer hours remaining to complete their degree program may be granted permission to participate in commencement exercises.

A Graduation Fee of \$240 will be charged to the student's account during the final semester (Fall/Spring) of attendance.

REGAILA SIZING

Height: _____ ft _____ in

Weight: _____ lbs

Student's Signature: _____

Date: _____

ADDITIONAL INFORMATION

Graduation With Honors

Latin honors are noted at commencement to graduating bachelor's students with high cumulative grade point averages for all their college work. The honors are determined after the Fall semester.

Cum Laude **3.50 - 3.74**

Magna Cum Laude **3.75 - 3.89**

Summa Cum Laude **3.90 - 4.00**

The student with the highest GPA is recognized as the class Valedictorian.

The student with the second-highest GPA is recognized as the class Salutatorian.

Semester honors are based on the GPA of the specific semester under consideration. After each semester, the Registrar's Office publishes a President's List of all students who have been enrolled for at least 12 semester hours earning a 4.0 semester grade point average, and a Dean's List of students making a 3.50-3.99 semester grade point average. A student earning grades of I, under disciplinary review, or serving a suspension during the semester does not qualify.

Honor graduates must also meet the following requirements:

1. Have transferred not more than 64 hours from other colleges.
2. Have enrolled for at least 12 hours each semester at Arlington Baptist University.
3. Exceptions may be made for the last semester (or last two for special cases where less hours are required due to course offerings or clinical teaching, internships, etc.) of attendance before graduation. Exceptions can also be made for students who began their ABU experience with limited credit courses prior to becoming a full-time student. If that student takes no more than 24 ABU semester hours before becoming a full-time student and then continues to take at least 12 hours per semester, then he/she will be eligible for the honor designated by his/her cumulative GPA.
4. Have no outstanding disciplinary action.
5. Have no "incomplete" ("I") grades for any semester other than due to mitigating circumstances.

All student honors are subject to the review of the Vice President of Academic Affairs.

Spiritual Formation Grading Requirements

Before a student can graduate from ABU, the student must earn a passing grade in Spiritual Formation for every semester. A student earning a failing grade must see the Spiritual Formation Director for make-up assignments. Students failing a semester of Spiritual Formation are required to pay a \$30.00 makeup fee in conjunction with completing the required makeup assignment before a failing grade will be changed to a passing grade for that semester.

Mission Trip Requirement

All ABU undergraduate students are required to participate in at least one university-approved mission trip before graduation. Students typically complete the mission trip requirement during the junior or senior year. Trips must be approved by the School of Ministry but may be hosted by the student's church rather than ABU. Students are advised to seek approval before making a commitment to a trip that they intend to submit to meet this requirement.

Payments

All accounts must be paid in full before a student can take final exams, receive reports, copies of official transcripts, graduate, or participate in commencement exercises.

FOR ADVISORS

Total number of earned credits currently on transcript (including current term): _____

Hours remaining to complete degree (number of final semester credits): _____

ALL forms and records regarding the student's advising sessions are attached and have been shared with the Registrar: YES NO

I, _____ (advisor name printed), approve that the student is registered for his/her final semester of courses and is on track to meet the requirements to receive a degree from Arlington Baptist University.

Advisor Signature: _____

Date: _____

Please send the updated degree audit/plan of study attached to this form to the Office of the Registrar: registrar@abu.edu .

STUDENT ASSESSMENT OF ACADEMIC ADVISING

Please respond to the following questions about your academic advisor.

Name of Advisor: _____ Program: _____

My Advisor...	Strongly Agree (5)	Agree (4)	Neutral (3)	Disagree (2)	Strongly Disagree (1)
1. Is approachable & easy to talk to.					
2. Encourages me to achieve my educational goals.					
3. Refers me to additional campus resources as needed.					
4. Provides a caring, confidential atmosphere.					
5. Is a good listener.					
6. Is knowledgeable concerning careers in my field of study.					
7. Provides accurate information concerning academic policies, degree requirements, etc.					
8. Is knowledgeable about courses outside my major area of study.					
9. Seems to enjoy serving as my academic advisor.					
10. Is a kind, effective, helpful advisor whom I would highly recommend to other students.					
Totals:					

Additional Comments:

GRADUATE CHECKLIST

The Graduation Application must include all completed documents and signatures **PRIOR** to being submitted to the Office of the Registrar.

1. _____ A complete *Graduation Application* (this document).
2. _____ I am not taking any courses from another institution during my final graduating semester at ABU.
3. _____ I have agreed to a payment policy as required for graduation.
4. _____ I understand that I cannot participate in the commencement ceremony unless my balance is paid in **FULL**.
5. _____ I have participated in at least one university-approved mission trip.
6. _____ I have received a passing grade in my Spiritual Formation courses for **ALL** my semesters at ABU.
7. _____ I have completed the necessary regalia sizing information.

I, _____ (student name printed), understand the requirements for graduation to receive a degree from Arlington Baptist University and agree the information in the Graduation Application is true.

Student Signature: _____

Date: _____

If you were not able to complete any of these points, please contact the Office of the Registrar:

registrar@abu.edu