

Graduate Programs

Master of Arts Degree (MA)

Higher Education and Student Development

Master of Business Administration (MBA)

Business Administration

Licensure Program

Elementary Education Licensure Program
Secondary Education Licensure Program
Mild Intervention Licensure Program

Graduation

Application for Graduation

Candidates for graduation must complete and submit an application for graduation six months prior to the anticipated graduation date. The graduation application begins the degree evaluation process.

The Office of the Registrar will conduct degree audits on behalf of the student. If deficiencies are discovered, the student will be removed as a candidate for completion and participation in Commencement; it is the student's responsibility to notify his or her family of the change. If a new definitive plan is submitted addressing and correcting the deficiencies, the student may be reinstated as a graduation candidate.

Students are solely responsible for ensuring that their academic programs comply with the policies of the University and meet all graduation requirements.

See program chair/director for details regarding the application for graduation.

Commencement and Diplomas

A student may complete graduation requirements and officially graduate at the end of any Taylor University instructional terms concluding in December, January, May, June, July, or August. Only one Commencement ceremony is held—in May at the end of the Spring term. Attendance at Commencement is expected; however, if a graduate is unable to participate, written notification of *in absentia* must be submitted to the Director of Graduation by April 15. Students are eligible to participate in a maximum of one Commencement per level of degree. Graduates subsequently completing a higher degree at Taylor would be eligible to participate in Commencement again.

A Summer graduation candidate should participate in Commencement if no more than 8 credit hours remain and the student notifies the Director of Graduation by April 15 of all planned Summer courses to be completed by the respective official Summer graduation date. December and January graduates are eligible to participate in the ceremony following their official graduation. Any exceptions must be approved by the School Dean after the student has applied to graduate.

Any outstanding course, including incompletes, will prevent the conferral of the degree. A student intending to take additional courses beyond graduation must apply as a guest student or extend the graduation date. Diplomas should be mailed to graduates within three weeks of the conferral date following submission of final grades and completion of the final degree audit by the Office of the Registrar. Graduates must fulfill all financial obligations to the University before receiving a diploma.

Graduation Fee

A \$100 graduation fee will be charged to all students anticipating completion of a graduate degree. This fee is typically assessed during the final term of enrollment and is required of all graduates.