

# Graduate Programs

## Master of Arts Degree (MA)

Higher Education and Student Development  
Ministry

## Licensure Programs

All Grade (P-12) Licensure Program  
Elementary Licensure Program  
Secondary Licensure Program  
SpEd Intense P-12 Licensure Program  
SpEd Mild-Moderate P-12 Licensure Program  
Teaching English to Speakers of Other Languages (TESOL) P-12 Licensure Program

# Graduation

## Application for Graduation

Candidates for graduation should apply to graduate at least five months prior to the anticipated graduation date: December 1 for Spring/Summer graduates and May 1 for Fall/Interterm graduates. This step begins the graduation tracking process.

The Director of Graduation will review each student's progress toward graduation. Any outstanding requirement shown should be addressed by March 1 for Commencement participants and all requirements must be met for degree conferral. If deficiencies exist in My TU Degree, the student will not be eligible for participation in Commencement; it is the student's responsibility to notify his or her family. If the deficiencies are addressed and My TU Degree shows no outstanding requirements (with the exception of the thesis and planned Summer courses not to exceed 8 credit hours) by April 15, the student will be eligible to participate in Commencement. Students addressing deficiencies after April 15 but up to one week prior to Commencement, may request permission to participate in Commencement; however, the student might not be included in the Commencement program even if approved to participate.

See program chair/director for details regarding the application for graduation. Students are solely responsible for ensuring that their academic programs comply with the policies of the University and meet all graduation requirements.

## Commencement and Diplomas

A student may complete graduation requirements and officially graduate at the end of any Taylor University instructional term concluding in December, January, May, June, July, or August. Only one Commencement ceremony is held—in May at the end of the Spring semester. 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. Participation in Commencement does not guarantee official graduation from Taylor University.

A Summer graduation candidate should participate in Commencement if no more than 8 credit hours remain and the student provides the Director of Graduation by April 15 details of all planned Summer courses to be completed by the respective official Summer graduation date. Fall and Interterm graduates are eligible to participate in the ceremony following their official graduation. Any exceptions must be approved by the 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 assessed after the completion of a graduation application, typically during the final term of enrollment, and is required of all graduates.