INSTE BIBLE COLLEGE Intent to Graduate Form

Diploma information

(Please print your name as you would like it to appear on the Diploma)

First Name Middle Initial Last Name

Church ID Number: _____ Group Leader: _____ Church: _____

City_____ ST____

Cap and Gown information

Cap: Use the enclosed measuring tape to determine your cap size. Carefully follow the instructions printed on the measuring tape. Your cap size: ..... _____

Gown: For the correct gown size list the following: Height with shoes :…… feet _____inches ___

Weight..... _____

Graduation ceremony

We encourage all graduates to make every effort possible to attend the graduation ceremony. It is a well-deserved national recognition for your hard work, tenacity and accomplishments. However, we know that extenuating circumstances may prevent a few from attending. If you cannot attend, your diploma and the graduation ceremony booklet will be mailed to you within two weeks after the national graduation. Please answer the following question:

"I **[___ will attend] [___ will not attend]** the graduation ceremony."

Graduation Fee.....$50.00 _____

Receipt of this form does not guarantee that you will graduate. Your graduation is contingent upon your successful completion of all coursework with final exams in the INSTE office at least 15 days prior to the date of graduation (if you wish to receive your diploma at the ceremony) or before the deadline announced in your letter plus payment of all fees.

PAYMENT METHOD ☐ Check or Money order made out to INSTE

☐ Visa ☐ MasterCard #_____ - _____ - _____ - _____ CVS: ___ ___ ___

(3 numbers on back of card)

Date of expiration __/___ Address _____ Zip _____

(where you receive the credit card statement)

Name _____ Authorized signature: _____

(as it appears on the card)

FOR OFFICE USE ONLY:

Date Rec´d _____ Transcript checked by: _____Date: _____

Amount Rec´d _____ SR/INV # _____By _____