



Graduation Application

Student Information		
Name (as you want it to appear on your diploma)		Student ID
Street Address		City/State
Country		Zip Code
Email Address	Day Phone Number	Evening Phone Number
Degree Program		
Full Name of Degree Program		Concentration (if applicable)
Date of Enrollment (MM/DD/YY)		Hours Completed to Date
Student Signature		
Signature		Date

Students are eligible for graduation and to receive a diploma when all required documents have been received by the university. When documents are missing, it is the student's responsibility to submit any documents as requested by the Registrar.

Tuition and Fees

There is a \$50 fee to process domestic graduation applications and a \$100 fee to process international graduation applications (additional cost to cover international postage) . A degree will not be granted and will not be issued until all outstanding student financial obligations to the university are met.

Payments may be accelerated if you intend to graduate prior to completion of your tuition payment schedule. If you need to make payment arrangements, you may contact Student Accounts by email at accounts@new.edu or by telephone at (801) 883-8336.



Transcript Requests Through Parchment

Parchment is the most widely adopted digital credential service, allowing learners, academic institutions, and employers to request, verify, and share credentials in simple and secure ways. The platform has helped millions of people and thousands of schools and universities exchange more than 30 million transcripts and other credentials globally.

The cost per transcript - \$10.00 electronic version; \$20.00 mailed version. Payments are processed within Parchment. To request your transcripts, please navigate to the link below and create an account with parchment.

<https://www.parchment.com/u/registration/1135508/account>

GPA Requirements

Associate degrees require the completion of 60 credits. Up to 45 credits (15 courses) can be awarded through a combination of transfer and equivalency credit, and/or credit by examination.

Bachelor's degrees require the completion of 120 credits. Up to 90 credits (30 courses) can be awarded through a combination of transfer and equivalency credit, and/or credit by examination.

Master's degrees require completion of 36 credits (12 courses). Up to 18 credits (6 courses) can be awarded through a combination of transfer and equivalency credit. Credit by examination does not apply to graduate programs.

Students must file an Application for Graduation form no later than 60 days prior to graduation. Students must be in good financial standing in order to graduate. Degrees are conferred during the month following the completion of all degree requirements. Students must attain a minimum cumulative grade point average (GPA) of 2.00 for undergraduate students or 3.00 for graduate students to meet graduation requirements.

If you are currently on academic probation, please follow the instructions outlined in the academic probation notice you received. If you have any questions regarding your academic status, you may contact the Registrar by email at registrar@new.edu.

Diplomas

Diplomas will be sent the month following completion of all academic and financial requirements for degree completion.



Registrar Use Only

- All required transcripts are available
 - High School
 - Transfer
 - Associates
 - Bachelors
 - Masters
- All coursework completed
- Tuition and fees paid
- Graduation fees paid
- GPA meets degree program requirements
 - 2.00 – undergraduate
 - 3.00 – graduate

Registrar: _____

Date: _____