



**REGENT UNIVERSITY COLLEGE OF SCIENCE AND TECHNOLOGY**  
**GRADUATION APPLICATION FORM FOR 20<sup>TH</sup> JUNE, 2015**  
FILL IN BLOCK LETTERS AND UNDERLINE YOUR SURNAME

SURNAME:(MR/ MRS/ MISS).....		STUDENT'S ID NUMBER:	
OTHER NAME(S):.....		DATE OF LAST EXAMINATION:	
SCHOOL: <u>SCHOOL OF BUSINESS AND LEADERSHIP</u>		PROGRAMME:	
DEPARTMENT:		SESSION	
DATE OF ENTRY:		LEVEL OF ENTRY:	
DATE OF LAST EXAMS:		YEAR OF GRADUATION: <u>2015</u>	
GRADUATING IN PERSON: YES <input type="checkbox"/> NO <input type="checkbox"/>		CONTACT NUMBER:	
GRADUATING IN ABSENTIA: YES <input type="checkbox"/> NO <input type="checkbox"/>		E-MAIL:	
APPLICANT'S SIGNATURE:		DATE:	
LIBRARY: CLEARED: <input type="checkbox"/>		COMPUTER LABORATORY: CLEARED: <input type="checkbox"/> (where applicable)	
LIBRARIAN'S SIGNATURE:		LAB TECHNICIAN'S SIGNATURE :	
AFFILIATED SOCIETY: CLEARED: <input type="checkbox"/>			
WARDEN'S SIGNATURE :			
<b><u>PAYMENT OF OUTSTANDING FEES - FOR COMPLETION BY ACCOUNTS OFFICE</u></b>			
GRADUATION FEE PAID: GH¢		ACCOUNTANT'S SIGNATURE:	
RECEIPT NUMBER:		DATE:	
TUITION AND OTHER FEES OWED, IF ANY: GH¢			
<b><u>OUTSTANDING ACADEMIC AND DISCIPLINARY ISSUES</u></b>			
ACADEMIC SECTION (CITY CAMPUS):		ADMISSIONS UNIT (CITY CAMPUS):	
BOND FORM COMPLETED: YES <input type="checkbox"/> N/A <input type="checkbox"/>		ALL ADMISSION REQUIREMENTS MET YES <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> N/A <input type="checkbox"/>	
RUSTICATION PERIOD SERVED: YES <input type="checkbox"/> N/A <input type="checkbox"/>		PROPER SPELLING AND ORDERING OF NAME CONFIRMED: YES <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> N/A <input type="checkbox"/>	
TRAILING ONE OR MORE COURSES: <b>YES</b> <input type="checkbox"/> NO <input type="checkbox"/>			
<b><u>CREDIT REQUIREMENTS</u></b>			
TOTAL CREDIT POINTS ATTAINED: <i>(COPY OF TRANSCRIPT TO BE ATTACHED. SEE OVERLEAF)</i>		GONE THROUGH PRE-GRADUATION INTERVIEW? YES <input type="checkbox"/> NO <input type="checkbox"/>	
		GONE THROUGH VIVA? YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b><u>NON CREDIT REQUIREMENTS - FOR COMPLETION BY E.S.S (KING'S CAMPUS)</u></b>			
WORK PLACEMENT/ INTERNSHIP/ HEALTH & FITNESS/ COMMUNITY ENGAGEMENT, ETC INCORPORATED IN THE GREEN BOOK AND SUBMITTED? YES <input type="checkbox"/> NO <input type="checkbox"/>		BUSINESS PORTFOLIO DEVELOPMENT & COMPUTING EFFICIENCY ADJUDGED SATISFACTORY? YES <input type="checkbox"/> NO <input type="checkbox"/>	
E.S.S DIRECTOR'S SIGNATURE:		DATE:	

HEAD OF DEPARTMENT'S SIGNATURE:	DATE:
DEAN'S SIGNATURE:	DATE:
<b><u>APPROVAL</u></b>	
REGISTRAR'S SIGNATURE:	DATE:

- NOTES:** 1. The name of the student should be written in the order that must be written on the degree certificate; and unless otherwise proven/ justified, the name should tally with what is on the certificates presented at the time of entry.
2. Any statement that is proven to be false shall disqualify a student from graduating

### **CREDIT POINTS REQUIRED FOR GRADUATION**

(Please, note that credit points slightly differ from programme to programme)

#### **SCHOOL OF BUSINESS AND LEADERSHIP**

##### **BSC ACCOUNTING AND INFORMATION SYSTEMS**

ENTRY POINT	CREDIT RANGE
1 <sup>ST</sup> YEAR	134 - 146
2 <sup>ND</sup> YEAR	98 - 107
3 <sup>RD</sup> YEAR	65 - 74

##### **BSC BANKING AND FINANCE WITH FRENCH**

ENTRY POINT	CREDIT RANGE
1 <sup>ST</sup> YEAR	130 - 142
2 <sup>ND</sup> YEAR	100 - 109
3 <sup>RD</sup> YEAR	65 - 71

##### **BSC MANAGEMENT WITH COMPUTING**

ENTRY POINT	CREDIT RANGE
1 <sup>ST</sup> YEAR	136 - 148
2 <sup>ND</sup> YEAR	100 - 109
3 <sup>RD</sup> YEAR	67 - 73

##### **BSC ECONOMICS WITH COMPUTING**

ENTRY POINT	CREDIT RANGE
1 <sup>ST</sup> YEAR	128 - 140
2 <sup>ND</sup> YEAR	98 - 107
3 <sup>RD</sup> YEAR	65 - 71

##### **BBA (E-COMMERCE OPTION)**

ENTRY POINT	CREDIT RANGE
1 <sup>ST</sup> YEAR	141 - 153
2 <sup>ND</sup> YEAR	105 - 114
3 <sup>RD</sup> YEAR	72 - 78

*Check your credit points from the Students Record and Assessment Unit to complete the form*