



Bahamas Institute of Business and Technology

Application for Admission to Candidacy for Graduation

Anticipated Commencement Date (select here)	<input type="text"/>
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I hereby make application for admission as a candidate for graduation for the degree/diploma:	<input type="text"/>
I expect to complete all requirements for the indicated qualification by the end of the term specified below:	<input type="text"/>

Personal Information

Last Name:	<input type="text"/>	First Name:	<input type="text"/>	MI:	<input type="text"/>
Student No:	<input type="text"/>	Date of Birth:	<input type="text"/>	P O Box:	<input type="text"/>
House #:	<input type="text"/>	Street:	<input type="text"/>	City:	<input type="text"/>
Country	<input type="text"/>	Email Address:	<input type="text"/>		
Phone C:	<input type="text"/>	Phone W:	<input type="text"/>	Phone W:	<input type="text"/>

Academic Information (Attach your most recent transcript)

Major area of study	<input type="text"/>	Credits Required for Graduation	<input type="text"/>
General Credits Earned	<input type="text"/>	Core Credits Earned	<input type="text"/>
		Major Credits Earned	<input type="text"/>
Total Credits Completed	<input type="text"/>	Total Credits in Progress	<input type="text"/>
		Credits to be Completed including Credits in Progress	<input type="text"/>

Courses in Progress

Course No	Course Title	Credits	Term Course will be Done
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Transferred Credits

(Applicable only to students who have transferred approved credits into the Bahamas Institute of Business and Technology)

Name of Institution	Total Credits Transferred
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Applicant's initials



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Important Note to Applicant: All academic and financial requirements **MUST** be met prior to commencement. Students who do not satisfy the stated requirements will not be permitted to participate in graduation activities. Additionally, students whose cumulative GPA is below 2.0 or have grades less than “C” in major courses will not be approved. Please be guided accordingly.

(Once the form is completed, please print, save and email to admin@bibtbahamas.com) **Do Not Scan Form**

Student's Signature: _____ **Date:** _____

Recommendation of the Student's Advisor to the Academic Dean

I have reviewed the academic record with respect to the specified curriculum of the above named student and make the following recommendation for admission to candidacy for graduation:	<input type="radio"/> Approved <input type="radio"/> Conditional Approval <input type="radio"/> Not-Approval
Remarks:	
Advisor's Signature: _____ Date: _____	

Note: Both student's and advisor's signature **MUST** be present before submission to the Academic Dean

For Official Use Only

	Amount	Remarks
Graduation Fee		
Tuition Balance		
Credit Balance		

Academic Dean	Application for graduation approved	<input type="radio"/> Yes	<input type="radio"/> No	Date	
Dean's Signature: _____					
Dean's Remarks:					

Applicant's initials