

Texas Bible College

Degree Request Form

Dean of Academics (936) 633-7799 – FAX: (936) 699-2600

Student Checklist:

1. Print and complete this form in its entirety.
2. Sign the form at the bottom.
3. If E-MAILING: excell.secretary@tbcnow.com
If Mailing: Texas Bible College
Attn: ExCeLL Secretary
3900 College Drive
Lufkin, TX 75901
4. Submit payment by enclosing a check or money order or by calling the office with a credit card.

Important Information:

- There is a fee of \$50 to cover the cost of printing a student's degree
- Degree deadline for the Fall semester is September 1st to receive a certificate in December.
- Degree deadline for the Spring semester is April 1st to receive a certificate in May.

Mailing and Contact Information

Name: _____ Maiden Name: _____
Address: _____ SS#/Student I.D.: _____
 Number and Street

 City Phone: _____

 State Zip E-Mail Address: _____

Type of Certificate: Diploma Associates Bachelors One-year completion certificate
Department of Study: Theology Missions Music Christian Counseling Christian Ministry

Date of Completion: _____ -- _____
 Month Year

Full Name (PRINT): _____
(This is how your name will appear on the certificate)

Student Signature: _____ Date: _____ - _____ - _____

The information on this form will be verified before the order is processed.

Office Use Only	
Method of Payment:	<input type="checkbox"/> Credit Card <input type="checkbox"/> Check# _____ <input type="checkbox"/> Cash
Clerk's Initials: _____	Date of Completion: _____ - _____ - _____