

# DEGREE ORDER FORM

Printed Student Name:

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Degree Earned: \_\_\_\_\_

**EVEN IF YOU PAY YOUR FEES OVER THE PHONE TO HAVE YOUR DEGREE ORDERED – YOUR DEGREE WILL NOT BE ORDERED UNTIL WE RECEIVE THIS FORM!** DEGREES ARE ORDERED ON THE LAST FRIDAY OF EVERY MONTH. **ALLOW 8 WEEKS FOR DELIVERY TO YOUR MAILBOX.** PAY FEES OVER THE PHONE BY CALLING **1-800-525-1611**. DEBIT AND CREDIT CARD PAYMENTS ACCEPTED.

Print Name **EXACTLY** as to Appear on Degree: No titles are to be included: Name only

**Exact** Address to which Degree is to be Shipped:

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Last 4 digits of SSN: \_\_\_\_\_

Current Phone Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Current Email address: \_\_\_\_\_

Medallions for **ALL Biblical Exposition Programs** and all Associate and Bachelor Programs:  
Cum Laude  
Magna Cum Laude  
Summa Cum Laude

Medallions for Master and Doctor Programs that are **NOT** Biblical Exposition Programs:  
Distinction  
Highest Distinction

### Check all the following which apply to your order:

\_\_\_\_\_ \$200 for Graduation & Administration Fee—Includes **ONE** 11X14 Degree. (Does not include frame).

\_\_\_\_\_ \$200 Graduation & Administration Fee + \$100 for **one additional** 11X14 degree. (Does not include frame).

\_\_\_\_\_ \$300 for participation in the Graduation Ceremony (This is in addition to the Graduation/Administration Fee and does **not** include cap and gown fees and other fees)

\_\_\_\_\_ \$40 for (one) Engraved Medallion/Ribbon denoting honors (if eligible/applicable)

\_\_\_\_\_ \$80 for (TWO) Engraved Medallions/Ribbons denoting honors (if eligible/applicable)

\_\_\_\_\_ \$250 for Frame **with** school seal and medallion slot

Underline Desired Mat Color: Red Black Blue

If interested in purchasing a frame email [finance@andersonvilleseminary.com](mailto:finance@andersonvilleseminary.com) and that department will send you an invoice.

\_\_\_\_\_ \$175 for Frame with school seal **without** medallion slot

Underline Desired Mat Color: Red Black Blue

If interested in purchasing a frame email [finance@andersonvillesemnary.com](mailto:finance@andersonvillesemnary.com) and that department will send you an invoice.

\_\_\_\_\_ Honor Certificates now available from James Hayes by emailing [jameshayes@andersonvilleseminary.com](mailto:jameshayes@andersonvilleseminary.com). He will email you an invoice or answer any questions you have about honor certificates.

## ONSITE GRADUATION INFORMATION

Cap and gown and honor cords can be purchased by emailing Brooks Davis at [advisor@andersonvilleseminary.com](mailto:advisor@andersonvilleseminary.com). He will email you an invoice or answer any questions you have about those items via email. Please send all initial questions by email.

If you are attending onsite (not required) – you may desire two medallions if you ordered a frame with slot (not required). One medallion will be placed inside your frame and the other medallion will be worn to onsite graduation. If you are coming to onsite and graduating with honors, you may desire to purchase a medallion AND honor cord.

Honor cords are ordered separately from Mr. Brooks Davis by emailing him at [advisor@andersonvilleseminary.com](mailto:advisor@andersonvilleseminary.com).

Invitations may be ordered at any time by emailing Ms. Julie Brown at [Finance@AndersonvilleSeminary.com](mailto:Finance@AndersonvilleSeminary.com) if you have any questions.

## Degree Frame Information

Official ATS Frames are NOT required. Frames **cannot** be mailed to P.O. Boxes or out of the U.S.A. If interested in purchasing a frame email [finance@andersonvilleseminary.com](mailto:finance@andersonvilleseminary.com) and that department will send you an invoice.

\_\_\_\_\_ \$250 for Frame **with** school seal and medallion slot

Circle Desired Mat Color: Red Black Blue

\_\_\_\_\_ \$175 for Frame with school seal **without** medallion slot

Circle Desired Mat Color: Red Black Blue

## Invitation Information

Invitations are not required. They may be purchased at any time throughout the year by emailing [finance@andersonvilleseminary.com](mailto:finance@andersonvilleseminary.com) for information.

Please complete the FINAL ORDER FORM on the following page and submit it to the ATS Finance Department via email. We cannot place your order until the DEGREE ORDER FORM and the FINAL ORDER FORM are both on file with the Seminary.

**Call 1-800-525-1611** if you have any questions.

Email form back to [finance@andersonvilleseminary.com](mailto:finance@andersonvilleseminary.com)

Do NOT send form back to multiple email addresses!!

# FINAL ORDER FORM

Please Complete the Following Table. Be certain to enter the number of units you desire for each item. Multiply the Per Unit Cost times the Number Ordered to calculate your Subtotal. Then add up the Subtotal column for your GRAND TOTAL amount. This will be the amount you will owe the Seminary for those items.

Item	Per Unit Cost	Number Ordered	Subtotal
<b>Grad &amp; Admin Fee (this is to have the actual degree ordered)</b>	\$200.00		
<b>Additional Degree(s)</b>	\$100.00		
<b>Honors Medallion</b>	\$40.00		
<b>Official Degree Frame with Medallion Slot \$250.00</b>	Email <a href="mailto:finance@andersonvilleseminary.com">finance@andersonvilleseminary.com</a> And they will send an invoice link for you to pay for the frame	Red / Blue / Black	
<b>Official Degree Frame WITHOUT Medallion Slot \$175.00</b>	Email <a href="mailto:finance@andersonvilleseminary.com">finance@andersonvilleseminary.com</a> And they will send an invoice link for you to pay for the frame	Red / Blue / Black	
<b>Invitations</b> price depends on how many you order – email for details	Email <a href="mailto:finance@andersonvilleseminary.com">finance@andersonvilleseminary.com</a> And they will send an invoice link for you to pay for the invitations		
<b>Onsite/Attendance Fee for Graduation</b> (fee to attend onsite graduation – does <b>NOT</b> include cap and gown – cap and gown is additional)	\$300.00		
<b>GRAND TOTAL</b>			

Please fill out your credit/debit card information below and email it **back directly to [Finance@AndersonvilleSeminary.com](mailto:Finance@AndersonvilleSeminary.com)**. Do NOT send to multiple email addresses.

**Student Name:** \_\_\_\_\_

**Name on Card** (if different): \_\_\_\_\_

**Total Payment:** \$\_\_\_\_\_ (From GRAND TOTAL above)

**Phone Number:** \_\_\_\_\_

**Card Number:** \_\_\_\_\_

**Expiration Date** \_\_\_\_\_ **Security Code:** \_\_\_\_\_

To view frames, go to <https://andersonvilleseminary.com/about/apparel-memorabilia/>

**Email form to [Finance@AndersonvilleSeminary.com](mailto:Finance@AndersonvilleSeminary.com)**

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Medallions for Master and Doctor Programs that are **NOT** Biblical Exposition Programs:

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