



All Nations University (ANU) Graduation Policy

The Graduation Policy outlines the requirements, processes, and standards that students at All Nations University (ANU) must satisfy to be cleared for the congregation and the conferment of degrees or diplomas.

1. General Graduation Requirements

To be eligible for graduation, a student must meet the academic, financial, and moral standards of the University.

1.1 Academic Standards

Credit Completion: A student must pass all core, elective, and general university courses as prescribed in their program's curriculum.

- a. **Graduate:** A minimum CGPA of 2.00 (or as specified by the Graduate School).
- b. **Undergraduate:** A minimum Cumulative Grade Point Average (CGPA) of 2.00 (or as specified by the department).
- c. **Diploma:** A minimum Cumulative Grade Point Average (CGPA) of 2.80 (or as specified by the department).
- d. **Project/Thesis:** Successful submission and defense of a final year project, dissertation, or thesis, including the submission of bound copies to the University Library.
- e. **Residency Requirement:** Students must have spent the minimum required number of semesters at ANU (usually at least 4 semesters for transfer students).

1.2 Financial and Administrative Clearance

- a. **Zero Balance:** All tuition, laboratory, library, and late fees must be paid in full.
- b. **Library Clearance:** All borrowed books and equipment must be returned in good condition.
- c. **Departmental Clearance:** All specialized tools or materials issued by the department must be accounted for.

2. The Graduation Clearance Process

The clearance process typically begins in the final semester of the final year.

Step 1: Application for Graduation

Students must formally apply for graduation by submitting a completely filled "Graduation Application Form" to the Registrar's Office through the Records Unit by the published deadline.

Note: Graduation application forms can also be picked up from the Registrar's office through the Records Unit or online from the university website.

Step 2: Degree Audit

The Registrar's Office together with the Office of the Controller of Examinations, in coordination with the Graduation Audit Committee performs a Degree Audit to verify:

- a. Total credits earned.
- b. Completion of all "Incomplete" (I) or "Referral" grades.
- c. Fulfillment of mandatory internship or industrial attachment components.

Step 3: Approval by Academic Board

The Academic Board finally meets to approve all students who have fulfilled the requirements for graduation.

Step 4: Publication

Approved or eligible candidates are then published.

3. Classification of Degrees

All Nations University classifies diploma, undergraduate and graduate degrees based on the final CGPA as follows:

Diploma

Class of Degree	CGPA Range
First Class Honours	3.60 – 4.00
Second Class Honours (Upper Division)	2.80 – 3.59
Second Class Honours (Lower Division)	2.80 – 3.19
Third Class	2.40 – 2.79
Pass	2.00 – 2.39

Undergraduate

Class of Degree	CGPA Range
First Class Honours	3.60 – 4.00
Second Class Honours (Upper Division)	2.80 – 3.59
Second Class Honours (Lower Division)	2.80 – 3.19
Third Class	2.40 – 2.79
Pass	2.00 – 2.39

Graduate

Class of Degree	CGPA Range
Distinction	3.60 – 4.00
Merit	2.80 – 3.59
Pass	2.00 – 2.79

4. Graduation and Graduation Ceremonies (Congregation)

The Office of the Registrar ensures the initiation of final graduation processes, tabulation of classes, award of honors and coordination of congregation ceremonies. At All Nations University, graduations are held bi-annually, in May and November, with the main convocation taking place in November. The University holds an annual Congregation ceremony to celebrate its graduates.

Attendance: While attendance is encouraged, degrees can be conferred in absentia if the student has completed all clearance steps.

Academic Dress: Graduates are required to wear the official ANU academic regalia (gown, hood, and cap) corresponding to their faculty and degree type.

Graduation Fee: A mandatory graduation fee is charged to cover the cost of the certificate, transcript, and ceremony logistics.

5. Issuance of Certificates and Transcripts

Certificates: Official certificates are issued only once. They are presented during or after the congregation ceremony upon presentation of a signed clearance form. Official certified copies are issued upon request.

Transcripts: One official final transcript is usually provided with the certificate. Additional copies can be requested through the Registrar's Office for a fee.

Withholding of Documents: The University reserves the right to withhold certificates or transcripts if a student has outstanding disciplinary issues or financial debts.

6. Posthumous Degrees

In the unfortunate event of a student's death after completing all academic requirements but before graduation, the University may award a Posthumous Degree to the family during the congregation ceremony.

7. Revocation of Degree

All Nations University reserves the right to revoke a degree or diploma if it is discovered that:

- a. The student gained admission through fraudulent means.
- b. The student engaged in academic dishonesty (plagiarism/cheating) that was not detected before graduation.

NB: Students are entreated to comply with all guidelines for a successful graduation.