Bethel University is now offering the Bachelor of Science in Nursing degree. Students who have earned a **Bachelor of Arts** degree (B.A.) or **Bachelor of Science** degree (B.S.) in Nursing from Bethel University can now request to have their degree converted to a **Bachelor of Science in Nursing** degree (B.S.N.).

If you would like your degree converted, please complete this form and either submit it electronically *using your **Bethel email** account*, or ***print and sign*** it and send by fax or by mail to the Registrar's Office for school you attended:

College of Arts & Sciences (CAS)   College of Adult and Professional Studies (CAPS)

Fax: 651.635.1983   Fax: 651.404.2214

Mail to: Office of the Registrar #2375   Office of the Registrar #2357
           Bethel University   Bethel University
           3900 Bethel Drive   3900 Bethel Drive
           St. Paul, MN 55112   St. Paul, MN 55112

Upon receipt of your completed form, your degree will be converted. You will receive a new diploma and a copy of your transcript showing the Bachelor of Science in Nursing degree awarded.
Please note: *your degree conferral date for the B.S.N. will be the date this form is received by our office.*

In order for us to complete this process, please provide the following information:

Full Name: _____

Has your name changed since your graduation from Bethel?   ☐ No ☐ Yes*

       If yes, previous name: _____

       * The name you graduated under will be the name on your diploma. If you want to have your new name
       printed on your new diploma, you will need to fill out a Change of Data Form before you complete this form.

Email: _____

Current Address: _____

Bethel ID: _____
(helpful but not required)

Graduation Year: _____

Signature (if submitting hardcopy): _____

You can expect to receive your new diploma packet within one month from the date your form is received by our office. *** Due to COVID-19, we are working remotely – this may delay the receipt of your new diploma.*