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## POSTHUMOUS CREDENTIALS

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<b>POLICY NUMBER</b>	<b>ED 11-0</b>
<b>APPROVAL DATE</b>	<b>MARCH 21, 2016</b>
<b>LAST AMENDMENT</b>	<b>JANUARY 14, 2005</b>
<b>REVIEW DATE</b>	<b>MARCH 21, 2021</b>
<b>AUTHORITY</b>	<b>SENATE</b>
<b>PRIMARY CONTACT</b>	<b>REGISTRAR</b>

### **POLICY**

The University believes in the recognition of the academic achievements of deceased students by awarding posthumous credentials. In doing so, the University acknowledges the loss to the University, family, and friends and extends to them the opportunity to share in the academic success of the deceased student.

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### **REGULATIONS**

- 1) To be eligible, a student must normally have succeeded in completing at least seventy-five percent of their program and have begun the remaining twenty-five percent.
- 2) Department Chairs, Academic Directors, or Program Coordinators will bring forward to the Dean any request for a posthumous award of a certificate, diploma, or degree for a student enrolled in a program under their jurisdiction.
- 3) When a student has substantially completed course requirements in the remaining twenty-five percent of the program, the transcript will list aegrotat grades as provided to the Registrar by the Dean after consultation with the relevant Chair. Otherwise, no grades will be recorded for incomplete program requirements.
- 4) The Dean will convey to the Registrar's Office, with a copy to the Office of the Dean of Students, a written request for preparation of the posthumous credential.
- 5) The Office of the Dean of Students will contact the student's family to determine if, how, and when the relevant posthumous credential is to be presented or delivered.
- 6) If the posthumous credential is to be presented at Convocation, a person named by the family may receive it at the ceremony. The Office of the Dean of Students will brief the family

representative on the details for recognition during the Convocation ceremony. The student's name will be listed and read out as the final graduand in the respective program.

- 7) The notation "posthumous" will be recorded on the student's transcript, but will not appear on the credential.