

## **Posthumous Degree**

### **Definition**

A deceased student may be considered a candidate for a posthumous degree when nominated by the academic division chair in which the student was enrolled at or prior to his or her death, and when minimum academic degree requirements have been verified. Posthumous degrees may be awarded at any career level.

### **Requirements for Nomination**

1. A student must have been in good academic standing with the institution at the time of death. Good standing is defined as not being academically deficient for their classification (academic probation, continued probation, suspension or expulsion).
2. University requirements for earned credits in residence must have been satisfied.
3. Student must have been enrolled at time of death (summer excluded), or their continuous enrollment was interrupted by their injury, illness, deployment, etc.
4. An undergraduate student must have been within two semesters (30 credits or 75% of degree requirements completed) to be nominated for a posthumous degree.
5. The academic division in which the student was enrolled recommends the awarding of a posthumous degree.

### **Nomination/Approval Process**

1. Anybody may identify a candidate for a posthumous degree, but such a suggestion must be made to the chair of the appropriate academic division for consideration and to begin the formal process.
2. The student's degree audit file shall be obtained from the Office of Academic Records to verify program/plan and progress toward degree completion.
3. The chair of the academic division in which the student was enrolled will recommend the candidate for a posthumous degree in the form of a formal written request to the Vice President for Academic Affairs (VPAA). The request must include the name and ID of the student, the degree/program/plan to be awarded, and the recommended semester for degree conferral. The VPAA may choose to present this to the Curriculum Committee for review/discussion.
4. If supported by the VPAA, the VPAA will submit the recommendation to the University President for formal approval. If approved by the President,
  - a. The VPAA will notify the registrar to begin the process for degree posting and commencement proceedings, if applicable.

- b. The President will inform the immediate family of the university's decision and desire to recognize their student with this honor (this process should be kept confidential until and unless approved at all levels). If the family desires to represent the student and receive the diploma at a commencement ceremony, this must be relayed to the registrar for planning.

#### **Miscellaneous Details/Considerations**

1. A posthumous degree will be printed in commencement programs within the appropriate degree section. If the family chooses not to participate, this award will still be printed in the commencement bulletin (unless explicitly requested otherwise by the family).
2. If the student had financial debt to the university, this debt will be waived.
3. Exceptions to the aforementioned minimum requirements may be considered in special cases, with support of the academic division chair and VPAA and approval of the President.
4. The statement "*awarded posthumously*" will be printed on the student's academic record, but not on the diploma.

**Adopted: April 16, 2012**

**Reviewed: April 16, 2012**

**Revised: April 16, 2012**

**Sponsor: President's Cabinet**