

POSTHUMOUS DEGREE POLICY

This policy is the responsibility of the Registrar and was approved by the Executive Leadership Team on February 22, 2017.

POLICY OVERVIEW

This policy states how and when degrees are conferred to students posthumously.

PRINCIPLES

This policy is guided by the principles of integrity and transparency.

SCOPE

This policy applies to students of Briercrest College and Seminary.

PROCEDURES

Upon receiving notification of the death of a student, the College or Seminary, in consultation with the Registrar and through approval of the Deans Council, can determine if the student is eligible for the award of a posthumous degree, diploma, or certificate.

To be eligible for a posthumous degree, diploma, or certificate, the student:

- should have completed approximately 75 per cent of the coursework toward a non-degree, undergraduate, or course-based graduate program (exceptions to this standard could be considered if the consultative process deems it appropriate).
- should be deemed in good academic standing of a high enough standard that eventual graduation was expected
- for graduate students in thesis-based Master's programs, should have completed all coursework and have submitted a draft of the thesis deemed satisfactory by the supervisor and committee

Upon agreement of all parties regarding the award of a posthumous degree, diploma, or certificate, the Dean's office of the College or Seminary will communicate with the student's family to confirm whether they wish to have the credential awarded and if they wish to attend Commencement.

Upon confirmation that the family wishes the posthumous credential to be awarded, the Registrar will notify the Provost's office that the award will take place at Commencement. The Registrar will also work with the family to arrange:

- meeting the family upon arrival at Commencement
- reserved seating for the family and guests
- whether a family representative wishes to cross the stage and accept the parchment from the President
- answer any questions the family might have and generally provide support during the day

Whether or not the family wishes to attend Commencement, the award of the student's posthumous degree, diploma, or certificate will be noted in the Commencement program as appropriate. The credential will be mailed to the family if they choose not to attend. Though the posthumous nature of any credential will be noted in the program and announced at the ceremony, no indication will be noted on the parchment or the transcript of the student.

APPENDIX A

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| Related Forms/Policies | |
| Where is this policy published | |
| Contact Information | Registrar |

