



# Posthumous Degree Policy

**Category:** Academic – Students, Teaching, Faculty

**Approval:** Senate

**Responsibility/Contact Officer:** University Registrar

**Approval Date:** December 2, 2008; revised May 14, 2024

## **Policy Statement**

Posthumous degrees or diplomas may be awarded at the discretion of Senate on the recommendation of the University Registrar or Dean of Graduate Studies. To be considered, the student must have been in good academic standing, and have died within 12 months of the last registration. The number of credits completed in an undergraduate program, or the work completed in a graduate program, will be considered. Normally the deceased student will have completed at least one year of study at the university.

The following protocol will be used for the presentation of degrees awarded posthumously.

1. Recommendation for the posthumous degree will be forwarded by the Chairs of the Department(s) or Program(s) to the University Registrar.
2. The University Registrar will, in the case of an undergraduate student, verify the circumstances. In the case of a graduate student, the file will be forwarded to the Dean of Graduate Studies for review.
3. The University Registrar/Dean will include the student's name on the next convocation roll. The University Registrar or the Dean of Graduate Studies will communicate the information to the Convocation Manager and the Chairs/Deans of the Department(s) or Program(s). The AVP Students will work with the University Registrar and Dean of Graduate Studies and the Convocation Manager to make arrangements with the family.
4. The notation 'posthumous' will be recorded on the student transcript and will appear in fine print at the bottom of the degree certificate or diploma.
5. The Convocation program will have an asterisk next to the name of the deceased graduate. If members of the family wish to attend Convocation and accept the degree certificate or diploma, the name of the deceased student will be read at the start of that degree category and the degree or diploma certificate will be presented to the family, if present.
6. If the family does not wish to attend convocation, delivery of the framed degree or diploma certificate will be arranged.

**Contact Officer:** University Registrar

**Date for Next Review:** N/A

**Policies Superseded by this Policy:** N/A