

Title: Posthumous Degree	Policy No: 7.4
Category: Graduation/Commencement	Effective: Fall 2009

Policy Statement: Consideration for conferral of a posthumous degree is primarily based upon the candidate's level of degree completion. He/she must have been within one semester (generally 15 hours at the baccalaureate level and 9 hours at the graduate level) at the time of his/her death.

Other considerations will be determined by the university registrar in consultation with the dean of the college and chair of the department from which the degree is to be granted. This decision will be based upon the student's enrollment history and any special circumstances.

The title of the degree will be "Baccalaureate Degree in (area of study)" for a bachelor's degree and "Master's Degree in (area of study)" for a master's degree. The degree on the diploma will be identified as being awarded posthumously.

Background: *Institutions in the State System are authorized to confer posthumous degrees granted by the State Regents. Such degrees shall generally be unearned, nonacademic degrees recognizing the meritorious but incomplete earned work of a deceased student, generally a student who was deceased in the last semester of work. Requests to confer a posthumous degree must be made by the institution, approved by the governing board, and considered by the State Regents, along with the diploma design, on a case-by-case basis. (OSRHE 3.13.7)*

Purpose: The University of Central Oklahoma has awarded few posthumous baccalaureate degrees in its history. However, the frequency of these requests is increasing and a formal policy to implement OSRHE regulations on the UCO campus has never been created. This policy will establish the parameters and process through which such a degree may be requested and awarded.

Procedure:

1. A request for a posthumous degree will originate with family representative, professor, chair, dean or administrator to the deceased student's home college.
2. If appropriate, the student's home department chair or college dean will review the status of the student's degree progression with the registrar or his/her designee,
3. If appropriate, the department chair or dean and the registrar will submit a formal joint recommendation to the provost in support of the awarding of a posthumous degree. This formal recommendation must be made at least three (3) months prior to the targeted commencement ceremony. Specifically, request for inclusion in the fall commencement ceremony is September 15th and the request for inclusion in the spring ceremony is February 15th.
4. If the recommendation is approved by the provost, Academic Affairs will initiate a request for the appropriate posthumous degree diploma to the registrar as part of the

5. Upon approval by RUSO, Academic Affairs will request approval from the Oklahoma State Regents for Higher Education (OSRHE).
6. Academic Affairs will contact the family to arrange presentation of the degree.

Implementation: Fall Semester 2009

Impacts: N.A.

Related Procedures: N.A.

Coordinating Offices: Academic Affairs, Registrar, Graduation Services Office, Joe C. Jackson College of Graduate Studies

Point-of-Contact for Academic Affairs: Assistant Vice President Academic Affairs

Policy approved by the Vice President for Academic Affairs November 5th, 2009 .

Key Words: Graduation, Degree