

# Policy for Awarding Posthumous Degree

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## I. PURPOSE

Goucher College recognizes the need to extend sympathy and compassion to families of deceased students near completion of their degrees and to recognize the academic achievement of these students who have made significant progress toward the requirements of their degree. It is critical, however, that these actions are balanced appropriately with attention to academic and institutional integrity.

## II. POLICY

Goucher College is not required to award posthumous degrees and will make decisions regarding such awards on a case-by-case basis using the following criteria.

### A. For the Posthumous Baccalaureate Degree

A student who passes away while enrolled and pursuing an undergraduate degree may be considered for a posthumous degree based on the following criteria:

- Holds good academic and disciplinary standing (2.0 GPA or above)
- Completed at least 85 percent of the required credit hours for the degree
- Completed most requirements for the major as established by the program chair

### B. For a Graduate Degree

A student who passes away while enrolled and pursuing a graduate degree may be considered for a “posthumous degree” based on the following criteria:

- Holds good academic and disciplinary standing (2.0 GPA or above)
- Completed at least 85 percent of the required credit hours toward the degree
- Completed most requirements for the program as established by the associate provost for curriculum

### C. For In-Memorial certificate

In cases where it is determined that the student did not meet the above requirements for a degree, an In-Memorial certificate may be awarded acknowledging their valued membership and achievements as part of the Goucher community. The criteria for the award of a certificate under these circumstances are:

- The student completed at least one full-time semester or 12 credits in an academic year as a part-time student
- The student is in good academic standing (2.0 GPA or above)

### III. PROCEDURES

- A. formal request for a posthumous degree may be initiated by a family member or any member of the Goucher community.
- B. In consultation with the chair/director of the program and the academic advisor, the associate provost for undergraduate studies in the case of undergraduate students or the associate provost for curriculum in the case of graduate students reviews the student's record to determine if the student is eligible.
- C. If the student is eligible, the associate provost makes a recommendation to the provost via email at [provost@goucher.edu](mailto:provost@goucher.edu)
- D. The provost approves or denies the recommendation.
- E. If approved:
- The provost contacts the family to find out if they are receptive of the possible award.
  - The associate provost requests to the registrar a posthumous degree for the permanent record.
- F. The registrar:
- Posts the notation on the student's transcript.
  - Ensures that the student's records have been updated.
  - Prints the Posthumous diploma or the In-Memoriam certificate and notifies the president's office that it is ready.
  - No fees will be assessed for a posthumous degree.
  - The words "Awarded Posthumously" will appear on the student's diploma. It is also noted in the transcript that it is a posthumous degree. The student's name is listed parenthetically in the commencement program and noted as "Posthumous."
- G. The president or the provost communicates the decision to the student's family. The diploma may be presented to a family member during a Commencement ceremony or Baccalaureate service or mailed at the family's request.

### IV. RESOURCES

<https://www.registrar.txstate.edu/our-services/diplomas-certificates/Posthumous.html#:~:text=Undergraduate%20students%20who%20have%20completed,and%20may%20include%20transfer%20courses.>

<https://www.usmd.edu/regents/bylaws/SectionIII/iii730.pdf>

<https://www.purdue.edu/bot/degrees/posthumous-degree-policy.php>

<https://www.radford.edu/content/registrar/home/graduation/posthumous-degrees.html>

<https://registrar.msj.edu/graduate-catalog/academic-information/posthumous-degree-policy.html>

## **V. RESPONSIBLE OFFICE**

The Office of the Associate Provost for Undergraduate Studies: [associateprovost@goucher.edu](mailto:associateprovost@goucher.edu)

## **VI. HISTORY**

Adopted: June 2022