

New Policy Proposal

Policy Title	Posthumous Degree and Posthumous Certificate of Achievement		
Rationale for New Policy	<p>The University of Arizona has no official policy regarding awarding a posthumous degree, although there has been a well-established procedure. The University of Arizona seeks to extend compassion and understanding to the families of students who pass away near the completion of their degrees. This policy outlines the criteria and procedure for requesting a posthumous degree or a certificate of achievement.</p> <p>Both of our ABOR partner institutions (ASU/NAU) have official policies. Many of our PAC-12 peers have published policies that include the criteria for requesting and awarding the posthumous degree.</p>		
Effective Term and Implementation Considerations	<p>Effective term: Fall 2021</p> <p>Implementation Considerations:</p> <ul style="list-style-type: none"> Certificate of Achievement design will be created 		
Contact Person for Questions	Amanda Gluski, Associate Registrar Chrissy Lieberman, Associate Dean of Students		
Approvals Granted (for council use only)	Graduate Council	Scheduled: 11/19/2021	Status: Approved with revisions 11/19/2021
	G-CAAC	Scheduled: 1/11/2022	Status: Approved with revisions 1/11/2022
	UGC Policies Subcommittee	Scheduled: 10/26/2021	Status: Approved 10/26/2021
	Undergraduate Council	Scheduled: 11/9/2021	Status: Approved 11/9/2021
	U-CAAC	Scheduled: 1/25/2022	Status: Approved 1/25/2022
	Faculty Senate	Scheduled: 4/4/2022	Status:

Proposed Policy

The University of Arizona extends compassion and understanding to the families of students who pass away near the completion of their degrees. This policy outlines the criteria and procedure for requesting a posthumous degree or a certificate of achievement. In recognition of the student's achievements, students awarded a posthumous degree or certificate of achievement will be included in the next Commencement program.

To be eligible for a posthumous degree, the student must:

- Be in Eligible or Good Academic standing during the last completed term (Undergraduates: cumulative GPA of 2.0 or greater and major GPA of 2.0 or greater. Graduates: cumulative GPA of 3.0 or greater.)
- Undergraduate: have reached Senior standing (90 completed units)
- Graduate & Professional: have completed 75% of the coursework required for the respective degree
- Have completed at least one semester at the University of Arizona

A student who does not meet the criteria for a posthumous degree may be awarded a Certificate of Achievement at the family's request and support of the College.

A posthumous degree or certificate of achievement is awarded at the request of the student's family. To initiate a request, family members or a representative from the student's college should contact the Dean of Students.

Appendix

Peer institution posthumous degree policy comparison chart.

School	Requirements for the Posthumous Degree
ASU	Undergraduate student requirements: 100 total units earned, 30 must be in residence at ASU; Graduate student requirements: individual review to determine "substantial progress to degree".
NAU	Student must have been enrolled at Northern Arizona University at the time of death (or have died or been diagnosed with a terminal illness within 12 months of the last registration); been in good academic and disciplinary standing, completed at least 75% of the coursework required for their respective degrees; Completion of work for a graduate degree will be determined by the appropriate academic department in consultation with the Dean of the Graduate College.
Colorado	Current enrollment at the time of death (summer excluded) unless enrollment was interrupted by injury, illness, military deployment or similar circumstance; Good academic standing; Completion of 75% of requirements toward a degree
Oregon	To receive a posthumous degree, at the time of death, the University Registrar must confirm that a student was (a) officially enrolled or (b) actively pursuing degree completion and within two terms of degree completion, that is, the current term and one additional term/semester.
OSU	Undergraduate degrees and certificates may be awarded posthumously in cases where the student officially had earned senior standing at the time of death. Senior standing must be verified by the academic unit. Graduate and professional degrees and certificates may be awarded posthumously in cases when the student would likely have completed the degree or certificate had it not been for the intervention of death. Generally, this means that all requirements would have been completed during the term when death occurred. Satisfactory completion of degree requirements must be verified by the signature of the student's graduate advisory committee.
UCLA	Normally, the posthumous degree is conferred on students currently enrolled or on leave at the time of death. To be eligible for a posthumous baccalaureate degree, the deceased student must have senior-level standing and have a 2.0 GPA. For students who pass away before achieving the requisite number of units for senior-level standing or who do not possess the requisite 2.0 GPA, the University will offer a Certificate of Attendance detailing the student's progress toward the degree.
Utah	A posthumous award will be considered if a student was in their final semester of study and had applied to graduate. If the student does not qualify for a posthumous degree, a certificate of achievement may be awarded to honor the work the students had completed. The Office of the Dean of Students will assist in contacting the appropriate University officials to request a posthumous degree or certificate of achievement. The diploma or announcement will be released to the designated family member.

Procedure

1. Dean of Students receives notification of student death
2. Dean of Students notifies the student's college of the death
3. DOS will wait to initiate the posthumous request until they receive the Next of Kin Affidavit (~30 days)
4. Upon request of family, record is forwarded to college for review
5. Dean of Students will initiate the Posthumous Degree Request Form or Request for Certificate of Achievement
6. Request reviewed by appropriate unit (Graduation Services, Graduate Student Academic Services, Professional College Registrar, etc.) to confirm whether the student meets the criteria for the posthumous degree
7. Associate Registrar approves request for the degree or certificate of achievement, returns the form to Dean of Students
8. Dean of Students confirms mailing address for the student's family
9. Graduation Services, in collaboration with Graduate Student Academic Services as appropriate, will:
 - a. Post the posthumous degree and order the diploma
 - b. Generate the certificate of achievement
 - c. Ensure the printing of the student's name will be included in the next Commencement program (if requested)

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