

ACADEMIC ACHIEVEMENT

AWARD OF POSTHUMOUS DEGREE



Academic Affairs
EGC (Regulation)
Effective Date: 11.11.2025

1. PURPOSE

College of the Mainland seeks to recognize the academic achievements and legacy of students who have passed away and to extend to the family and friends of the student an opportunity to share in his/her academic success at College of the Mainland.

To that end, the college may award a Posthumous Degree in accordance with the guidelines outlined below.

2. DEFINITIONS

A. **Posthumous Degree** – a degree that is awarded to a student after the student’s death that recognizes the substantial academic progress of the student. It is an official College of the Mainland degree, conferred and recorded on the student’s academic transcript. Both the diploma and transcript will include the notation “Degree Awarded Posthumously.”

B. **Family** – defined as the deceased student’s spouse, parent, legal guardian, sibling, or child.

3. GUIDELINES

The awarding of a Posthumous Degree is at the discretion of the College President. Upon the joint recommendation of the Vice President for Student Affairs (VPSA) and the Vice President for Academic Affairs (VPAA), the President may consider the following criteria to determine the deceased student’s eligibility at the time of death.

The student must have been:

- a. Enrolled in an academic program at the time of death;
- b. In good standing with the College;
- c. Completed 75% of the award requirements or on track to graduate at the end of the semester of their death;
- d. Demonstrated such other qualities as may impact the merit of the student to receive such an award.

4. PROCEDURES

A. A family member or personal representative of the student’s estate may initiate the process by submitting a written request to the VPSA. The written submission must be received within five (5) years of the student’s passing.

Last Modified By: Heather Rhodes
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Last Modified On: 11.11.25
Original Date: 11.11.25

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- B. The VPSA will initiate a review of the student's academic records through the Registrar to determine academic eligibility for a Posthumous Degree.
- C. The VPSA will make a recommendation based on a finding that the student met the academic eligibility standards and was in good standing at the time of death.
- D. The VPSA will forward the recommendation to the VPAA for approval. Upon the VPAA approval, a formal request, signed by both the VPSA and VPAA and including the student's name, degree, and proposed awarding term will be submitted to the President for final consideration.

5. PRESIDENT APPROVAL

If the President approves the request, written notification will be provided to the Dean of the student's program and to the Registrar.

The President, or designee, shall notify the family and/or personal representative, if applicable.

6. REGISTRAR RESPONSIBILITIES

The Office of the Registrar and Student Records will:

Prepare the diploma for a **Posthumous Degree**, the document will bear the standard degree citation and "Degree Awarded Posthumously" will be noted on the academic transcript and diploma.

The document will be released to the student's family or personal representative unless they choose to participate in commencement. In that case, all materials will be provided to the Commencement Team.

7. COMMENCEMENT PARTICIPATION

If the family or personal representative wishes to attend the commencement ceremony:

Arrangements will be facilitated through the Commencement Team in the Vice President for Student Affairs' Office.

8. REGULATION OWNER

Vice President of Academic Affairs

9. FORMS/REFERENCE/EXHIBITS

N/A