



# UNIVERSITY OF NORTH FLORIDA

Award of Posthumous Graduate Degree		
<b>Number:</b>	TBD	New Policy
<b>Effective Date:</b>	08/01/2011	Major Revision of Existing Policy
<b>Revised Date:</b>		Minor/Technical Revision of Existing Policy
<b>Responsible Division/Department:</b>		Reaffirmation of Existing Policy
Academic Affairs / The Graduate School		

## I. OBJECTIVE & PURPOSE

To state the minimum University requirements for awarding, and procedures for receiving, a posthumous graduate degree.

## II. STATEMENT OF POLICY

In order to receive a posthumous graduate degree the student must have completed at least 75% of their graduate program, must have been in good standing at the University of North Florida, and must have met UNF residency requirement or have been enrolled in courses sufficient to meet the residency requirement.

## III. STATEMENT OF PROCEEDURES

The Department Chair, on their own initiative or upon the request of a faculty member within the department, a family member or friend, requests the awarding of a posthumous degree by submitting a letter to the Dean of the Graduate School indicating that the applicant is deceased, requesting that a posthumous degree be awarded and providing a rationale for awarding the degree. Upon approval, the graduate school will coordinate with the university registrar and graduation coordinator to have the posthumous degree awarded.

A family member or friend may elect to accept the diploma at the commencement ceremony (or designate someone to accept it) as well as receive the student's official diploma.

If at all possible the student's name will appear in the commencement program indicating "degree awarded posthumously." This information will also appear on the official transcript. Course work in progress at the time of death will be listed on the transcript with a (WD) for withdrawal - deceased.