

AWARDING OF POSTHUMOUS DEGREE

EGC-R
(Administrative
Regulation)

PURPOSE

Lee College provides opportunities to request the awarding of a degree or certificate posthumously upon the death of a student in attendance at Lee College.

This regulation applies to credit students whose deaths occur prior to graduation to recognize the academic achievement of the deceased student and to extend to the family and friends of the student an opportunity to share in their academic success at Lee College.

REQUIREMENTS FOR NOMINATION

1. The student must have been in good academic standing with the College at the time of death;
2. The student must have been enrolled at Lee College within six months of the time of death;
3. The student must have been a Lee College student for at least two (2) semesters;
4. The student must have completed at least 75% total semester credit hours of coursework towards the degree or certificate; and
5. The student must have earned at least 25% of the credit hours required for the degree or certificate at Lee College to be eligible for a posthumous degree.

PROCESS

The formal process of nominating a candidate for a posthumous degree or certificate can be initiated by any individual with knowledge of the academic record of the student. The nomination is made to the Registrar. This process should be kept confidential until approvals at all levels have been secured. For this regulation, a designee may be used for the named administrator (i.e., Registrar, AVP of Student Services, Provost, and President)

1. The Registrar will conduct a thorough review of the deceased student's progress toward the degree.
2. The Registrar will recommend the candidate for a posthumous degree or certificate through a formal written request. The approval process will be made to the AVP of Student Services and Provost. The request must include the name and ID number of the student, the degree/certificate/program/plan to be awarded, and the recommended semester for degree conferral.
3. If approved, the Provost will submit the recommendation to the College President for formal approval.

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4. Upon the President's approval, the Provost will notify the Registrar to begin the process for degree or certificate posting and commencement proceedings, if applicable. The Registrar will inform the immediate family of the College's decision and desire to recognize their student with this honor. If the family desires to represent the student and receive the diploma at a commencement ceremony, this must be relayed to the Registrar for planning.

**MISCELLANEOUS
DETAILS AND
CONSIDERATIONS**

1. A posthumous degree or certificate will be printed in commencement programs. This award may be read during the ceremony unless explicitly requested otherwise by the family.
2. If the student had a financial debt to the College, this debt will be waived.
3. Exceptions to the aforementioned minimum requirements may be considered in special cases with the support of the AVP of Student Services and Provost or designee with the final approval of the President.
4. The statement "awarded posthumously" will be printed on the student's academic record but not on the diploma.