



Responsible Executive: Provost and
Vice President for Academic Affairs
Responsible Office: Vice Provost for Academic Operations
Effective Date: June 22, 2022
Last Revised: Not Applicable

AWARDING POSTHUMOUS DEGREES

POLICY SUMMARY

The University may award posthumous undergraduate and graduate degrees to deceased students in good standing.

REASON FOR THIS POLICY

Awarding posthumous degrees to deceased students recognizes their academic achievements and contributions to the Northern Arizona University community and honors the support their family and friends offered them.

ENTITIES AFFECTED BY THIS POLICY

- All colleges and instructional units
- Office of the Dean of Students
- Office of the Registrar
- University Advising

WHO SHOULD KNOW THIS POLICY

- All faculty, academic unit administrators, and staff

DEFINITIONS

Posthumous Degree: A diploma that may be awarded to a deceased student, differentiated from other academic awards by containing the text "In Memoriam."

POLICY

Students eligible for a posthumous degree include all undergraduate and graduate degree-seeking students who were enrolled and in good academic and student life standing at the time of their death or deceased students who were diagnosed with a terminal illness within one year of their last enrollment. Final approval for awarding posthumous degrees rests with the Provost of the University or their designee.

RESPONSIBILITIES

Academic unit leaders and faculty: share remembrances, distinctive achievements, and points of pride about deceased students.

Office of the Dean of Students: communicate with the deceased student's family to determine appropriate composition and delivery of the posthumous degree.

Office of the Registrar: order the posthumous diploma and relevant materials for delivery to the Vice Provost of Academic Operations.

Vice Provost Academic Operations: On behalf of the Provost, reviews and approves the posthumous degree award.

PROCEDURES

The Office of the Dean of Students, after verifying a student's death, will initiate the posthumous recognition process by beginning and routing the [Posthumous Recognition](#) form. The Office of the Registrar will verify academic requirements, order the diploma and then academic unit leaders and faculty may provide remembrances, distinctive achievements, and points of pride about the deceased student. The Office of the Registrar will deliver the materials to the Vice Provost of Academic Operations, who will consider awarding a posthumous degree. The Office of the Dean of Students will be notified when the materials are gathered and being delivered to the Vice Provost of Academic Operations.

RELATED INFORMATION

Forms or Tools

[Posthumous Recognition](#) Form.

Cross-References

There are no cross-references associated with this policy.

Sources

There are no external sources associated with this policy.

APPENDIX

None.