

FAYETTEVILLE STATE UNIVERSITY

AWARDING OF POSTHUMOUS DEGREES AND DEGREES IN MEMORIAM

Authority:	Issued by the Chancellor. Changes or exceptions to administrative policies issued by the Chancellor may only be made by the Chancellor.
Category:	Academic Affairs
Applies to:	●Faculty ●Staff ●Students
History:	Revised – August 1, 2022 Approved - August 1, 2005
Related Policies:	Undergraduate Catalog Graduate Catalog
Contact for Info:	Provost and Senior Vice Chancellor for Academic Affairs (910) 672-1460

I. PURPOSE

There are unfortunate occasions when students die during their enrollment at Fayetteville State University. In appropriate recognition of a student's academic achievement when the student's progress would have likely fulfilled the requirements of a degree, Fayetteville State University establishes this policy to identify the requirements and procedures for awarding a posthumous baccalaureate or graduate degree or a degree in memoriam.

II. AWARDING OF A POSTHUMOUS DEGREE

The student's major department chairperson or school associate dean, a faculty member, or an immediate family member of the deceased student may request that a posthumous degree be awarded to the deceased student. The written request (in the form of a letter) must be sent to the student's major department chairperson or school associate dean and received within twelve (12) months of the student's death. The student must have been continuously enrolled at Fayetteville State University until the time of the onset of a terminal illness, an injury, or death. The recommending department or school shall submit its request and supporting student transcripts to the appropriate dean of the college.

The dean shall certify that the following conditions are met before approval:

A. Baccalaureate Degree

1. The student was enrolled and attending classes that, at the successful completion thereof, would have qualified him/her for graduation at the close of that term or semester.

2. The student is in good academic standing.
3. The major department or school approves the awarding of the degree.

B. Graduate Degree

1. The thesis/dissertation student has completed all of the substantive requirements for the degree, and submitted a suitable draft of the thesis/dissertation. The non-thesis student has completed all course work, and is eligible to take comprehensive exams.
2. The student is in good academic standing.
3. The major department or school approves the awarding of the degree.

If approved, the dean's recommendation, with the supporting request and transcripts, shall be forwarded to the Provost and Senior Vice Chancellor for Academic Affairs ("Provost"). The Provost shall then notify the Chancellor for appropriate action. If the Chancellor approves the recommendation to award a posthumous degree, the Provost shall notify the Registrar that it is proper to award the degree. The degree may be presented to the family of the deceased student at the next commencement ceremony, or the diploma may be mailed to the family of the deceased student. The decision to present the degree or mail the diploma will rest with the family.

III. AWARDING OF A DEGREE IN MEMORIAM

The University may also award a degree in memoriam, upon written request, to a student who was in good standing at the University at the time of his or her death and who does not meet the requirements necessary to be awarded a posthumous degree. Diplomas for Degrees in Memoriam will be prepared to read "Bachelor of Arts in Memoriam, Bachelor of Science in Memoriam," Master of Arts in Memoriam," etc., depending upon the degree the student was pursuing at the time of his or her death. Undergraduate students who have not chosen a major at the time of death will be awarded the "Bachelor of Arts in Memoriam."

Upon the death of a student, the student's major department chairperson or school associate dean, a faculty member, or an immediate family member of the deceased student may request that a degree in memoriam be awarded to the deceased student. The written request (in the form of a letter) must be sent to the student's major department chairperson or school associate dean and received within twelve (12) months of the student's death. The student must have been continuously enrolled at Fayetteville State University until the time of the onset of a terminal illness, an injury, or death.

The recommending department or school shall submit its request and supporting student transcripts to the appropriate dean of the college. The dean shall certify that the deceased student was in good standing at the university at the time of his or her death.

If approved, the dean's recommendation, with the supporting request and transcripts, shall be forwarded to the Provost. The Provost shall then notify the Chancellor for appropriate action. If the Chancellor approves the recommendation to award a degree in memoriam, the Provost shall notify the Registrar that it is proper to award the degree. Once approved, the Provost shall forward the degree to the family of the deceased.