



Kutztown University Policy ACA-061

Granting Posthumous Degrees/ Diplomas/Certificates

A. Purpose

The purpose of this policy is to define the rules for awarding posthumous degrees, diplomas, and certificates.

B. Scope

This policy applies to all requests for posthumous degrees.

C. Key words and phrases:

None

D. Policy & Procedure(s)

1. The request for a posthumous degree must be made in writing to the Registrar by a member of the student's immediate family or by a person or group, such as an academic department, that has the permission of the student's immediate family to request the degree.
2. The Registrar checks records to make sure that the student in question was enrolled at Kutztown University.
3. If so, the Provost's office requests the University Senate to approve a posthumous degree.
4. After a favorable Senate vote to grant the posthumous degree, the request is forwarded to the Council of Trustees for their approval.
5. Upon approval by the Council of Trustees, the posthumous degree is awarded to the family of the student in question at the next commencement exercises.

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E. Effective Date

2006

F. Approved By

University Senate – October 2006

University President – October 2006

G. Last Review

August, 2009

August, 2010

August, 2011

August, 2012

August, 2013

August, 2014

August, 2015

August, 2016

August, 2017

August, 2018