

# BETHUNE-COOKMAN UNIVERSITY

## Posthumous Degree Policy

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**BETHUNE-COOKMAN UNIVERSITY**

**Policy:**  
Posthumous Degree Policy

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**Date Revised:** March 28, 2025

**Policy #**

**Office Responsible:**  
Office of the Provost

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### **Definition:**

A posthumous degree may be awarded for a deceased student upon the recommendation of the relevant Academic Dean and as supported by the Senior Vice President for Academic Affairs/Provost and approved by the President.

### **Eligibility Requirements:**

- A student who dies while actively pursuing a degree at Bethune-Cookman University, or on an approved leave of absence, may be considered for either a Posthumous Degree based on the following criteria:
  - The student must have been in good academic standing, making satisfactory progress towards degree completion, and enrolled in courses needed to complete the requirements for an undergraduate or graduate degree.
- Timeframe to Request a Posthumous Degree
  - Must be initiated within one calendar year from the last date of attendance at Bethune-Cookman University.
- An undergraduate student must have been within 20 credits of completing all requirements for their degree at the University.
- A graduate student must have been within one semester of completing the coursework for the degree, or within nine (9) credits of completing all requirements for their degree.
- For graduate degrees requiring a research project (thesis or research paper), the research proposal must have been completed to the satisfaction of the committee members.

### **Posthumous Degree Award Date (printed on diploma):**

- A posthumous degree shall be awarded consistent with the regular degree conferral cycle of the College, following the support of the Senior Vice President for Academic Affairs/Provost and final decision of the President, to award the posthumous degree.

- The University Registrar will certify the degree at the appropriate time and handle the addition to the commencement documents for the appropriate ceremony.
- The President, Senior Vice President for Academic Affairs/Provost, and/or Academic Dean makes a personal presentation to the family with the diploma as provided by the Office of the Registrar. If a presentation is not possible or desired, the diploma may be made available to an appropriate family or other representative by the Office of the Provost or the Office of the President.
  - If a posthumous degree is awarded, the deceased student's name will be listed in the next possible Commencement Program or Bulletin, parenthetically noted "Posthumous."

**Responsibilities:**

- Academic departments are responsible for reviewing the student's record to ensure Posthumous Degree requirements are met.
- College Academic Deans are responsible for submitting the posthumous degree recommendation to the Provost in accordance with policy guidelines.
- The Office of the Registrar is responsible to award the approved Posthumous Degree at the end of the term and mail the diploma to the family.