

## **Procedure VI.6000.E.a, Awarding Posthumous Degrees**

### **Associated Policy**

Policy VI.6000.E, Awarding Posthumous Degrees

### **Procedure**

When a student dies prior to completing requirements for a degree at San Jacinto College, the College may recognize the student posthumously by the awarding of a degree or a certificate of recognition.

A deceased student is eligible to receive a posthumous degree if the student:

- has completed 75% or more of the required courses for the degree;
- was enrolled in classes at the time of death; and
- was in good academic and financial standing with the College.

If a deceased student does not qualify for a posthumous degree, the student may be awarded a Posthumous Certificate of Recognition for pursuing his/her education at San Jacinto College, if the student

- has attempted at least 12 credit hours at the College;
- was enrolled in classes at the time of death; and
- was in good academic and financial standing with the College.

### **Procedure for Granting Posthumous Awards**

1. Upon the request of a student's family or of a College employee following the death of the student, the Registrar's office will complete a degree audit to determine the student's eligibility to receive a posthumous degree. The status of the degree audit will be forwarded to the Chancellor.
2. The Chancellor makes a final recommendation to the Board of Trustees regarding the awarding of posthumous degrees or posthumous Certificates of Recognition. The Board of Trustees will determine the disposition of all recommended posthumous awards.
3. A representative of the Board of Trustees, the Chancellor's office, the campus Provost's office, or the Associate Vice Chancellor for Student Services' office will notify the family of the posthumous award. The manner in which the degree or certificate is awarded is at the family's discretion; it may be mailed, or a family member may attend commencement and accept the award on behalf of the student.

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Date of SLT Approval	October 25, 2023
Effective Date	December 1, 2023
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Primary Owner of Policy Associated with the Procedure      Chancellor

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Secondary Owner of Policy Associated with the Procedure      Deputy Chancellor & President

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