



## Procedures for Awarding Posthumous Degrees Last Updated 4/28/2020

This document outlines the procedures for awarding a degree posthumously to a University of Miami student who has passed away before completing all requirements for his/her degree.

### Definition of Terms in This Document

**“Degree”** in this document refers to an academic credential such as a degree, academic credit-bearing certificate, or Artist Diploma.

**“Good standing”** in this document refers to the definition of “Good Academic Standing” published in the edition of the University of Miami Academic Bulletin in the last term the student was actively enrolled for Undergraduate and Graduate School degrees, in the Law School Student Handbook for Law degrees, and in the Medical Student Rights and Responsibilities Handbook for M.D. degrees.

**“Posthumous degree”** is a degree that is awarded to a student after his/her death when he/she passes away prior to completing all degree requirements.

### Undergraduate Degrees

A deceased student who did not complete all requirements for his/her undergraduate degree at the time of death may be awarded a degree posthumously provided the following conditions are met:

- The student was in good standing at the time of death.
- The request for the posthumous degree is made within five years of the student’s last date of enrollment.
- The Dean of the student’s home college/school approves the awarding of the degree and notifies the University Registrar in writing of the decision to award the posthumous degree.
  - To award posthumously two different undergraduate degrees from different schools, approval from each college/school Dean is required.
- A copy of the death certificate is provided to the University Registrar prior to the degree being awarded.

### Graduate School Degrees

A deceased student who did not complete all requirements for his/her graduate degree at the time of death may be awarded a degree posthumously provided the following conditions are met:

- The student was in good standing at the time of death.

- The request for the posthumous degree is made within five years of the student's last date of enrollment.
- The Dean of the Graduate School approves the awarding of the degree upon written recommendation of the Dean of the student's home college/school and notifies the University Registrar in writing of the decision to award the posthumous degree.
  - For a doctoral degree, the Dean may elect to award the full degree posthumously or a terminal master's (or Ed.S. for Ed.D. only) degree at his/her discretion.
- A copy of the death certificate is provided to the University Registrar prior to the degree being awarded.

### **Law School Degrees**

A deceased student who did not complete all requirements for his/her Law degree at the time of death may be awarded a degree posthumously provided the following conditions are met:

- The student was in good standing at the time of death.
- The request for the posthumous degree is made within five years of the student's last date of enrollment.
- The Dean of the Law School approves the awarding of the degree and notifies the Law Registrar's Office in writing of the decision to award the posthumous degree with a copy to the University Registrar.
- A copy of the death certificate is provided to the Law Registrar's Office prior to the degree being awarded.

### **Doctor of Medicine Degrees**

A deceased student who did not complete all requirements for his/her M.D. at the time of death may be awarded a degree posthumously provided the following conditions are met:

- The student was in good standing at the time of death.
- The request for the posthumous degree is made within five years of the student's last date of enrollment.
- The Dean of the Miller School of Medicine approves the awarding of the degree and notifies the Medical School Registrar in writing of the decision to award the posthumous degree.
  - The Dean may elect to award the full degree posthumously or the terminal Master of Science degree in Biomedical Sciences at his/her discretion. In this case, the written approval must include the Graduate School Dean and the University Registrar as well as the Medical School Registrar.
- A copy of the death certificate is provided to the Medical School Registrar prior to the degree being awarded.

### **Dual or Joint Degrees**

Requests for posthumously awarded dual or joint degrees must follow the approval process outlined above for each degree.

### **Posthumous Degrees: Transcript**

A posthumous degree will have a different academic plan and degree code in CaneLink so that the transcript will record that the degree was posthumously awarded.

**Posthumous Degrees: Diploma**

There will be nothing noted on the diploma noting that the degree was awarded posthumously. It will be identical to the standard degree.

**Posthumous Degrees: IPEDS Reporting**

A posthumous degree will have a different academic plan and degree code in CaneLink so that it can be excluded from IPEDS (federal) graduation rate and degrees conferred surveys.