

 CAPILANO UNIVERSITY		POLICY	
Policy No.	Officer Responsible		
S2011-02	Vice-President Academic and Provost		
Policy Name			
Posthumous Credential			
Approved by	Replaces	Category	Next Review
Senate		B	March 2023
Date Issued	Date Revised	Related Policies, Reference	
November 1, 2011	March 2020	S.2017-04 Graduation S.2015-05 Credential and Course Criteria S.2020-XX Credential (in development) OP.2020-XX Death of a Student (in development)	

1 PURPOSE

Capilano University (the University) is committed to recognizing and acknowledging the academic achievement of its students. The death of a student always carries a burden of sadness, and in times of mourning, clear guidelines of how to approach practical matters eases the stress on both the student’s next-of-kin and those tasked with handling the student’s internal academic file. This policy has been developed to outline the specifications of awarding a degree posthumously.

2 SCOPE

The policy applies to all students registered in a Senate approved program at Capilano University.

3 DEFINITIONS

“**Student**” means an individual enrolled in any Senate approved course at the University.

4 POLICY STATEMENT

The University may grant credentials posthumously to students who have either completed all of the requirements needed for their academic program at the time of their death, or alternatively, in cases where their academic unit can demonstrate that the student was likely to complete the course work satisfactorily.

5 POSTHUMOUS CREDENTIAL REQUIREMENTS

A posthumous credential may be awarded by the University to a student who:

- a) died while registered as a student, or up to 12 months after the submission date of the final grade of their last-completed course;

- b) met the residency requirements for their program at the University; or
- c) completed a minimum of 75% of the credential with the expectation that eventual graduation was anticipated.

6 EXCEPTION

In the event that the deceased student had completed more than 75% of the credential requirements and had completed enough assessed course work from the most recent term that grades could be assigned in all courses, then the degree will be awarded as earned.