

## SCHOOL POLICY

**Section Title:** Academic Matters

**Policy Name:** Awarding Posthumous Degree

**Responsible Executive:** Associate Dean for Academic Affairs

**Responsible Office:** Office of the Registrar

**Originally Adopted:** 01/26/2022

**Revisions:**

### I. PURPOSE

This policy defines the requirements for recognizing the academic achievements of matriculated students at the Rutgers School of Public Health when a student may die before completing all of the requirements for their degree program. This policy establishes guidelines for the posthumous awarding of a degree by the School of Public Health with consideration to academic and institutional integrity

### II. ACCOUNTABILITY

The Office of the Registrar is responsible for implementing this policy under the general direction of the Associate Dean for Academic Affairs in consultation with the Assistant Dean for Student Services and Alumni Affairs.

### III. APPLICABILITY

The School of Public Health may grant requests for the posthumous awarding of a degree to its matriculated students (in the unfortunate event of the death of a student) during a term in which the student was enrolled at Rutgers School of Public Health and meets the criteria outlined below.

#### A. Criteria:

- a. The student was in good academic standing and would likely have completed all of the degree requirements had they not died.
- b. The student completed at least 50% of the degree requirements for their degree program (MPH, MS or DrPH) or at least 40% of the degree requirements for the PhD degree program.
- c. The student was matriculated and considered to have active student status.

#### B. Procedure:

- a. A formal request may be initiated by a family member, a fellow student, a faculty member, or the Dean of the School of Public Health. If the request is not made by a family member, the family should be contacted to ascertain their support for the possible posthumous awarding of the degree.
- b. The Associate Dean of Academic Affairs shall review the student's academic record, confirm whether the deceased student meets the specified criteria and consult with the Assistant Dean for Student Services and Alumni Affairs. A request

for awarding a posthumous degree shall then be forwarded to the School's Executive Council for approval.

- c. The Dean of the School of Public Health must then give the final approval.
- d. Degrees awarded posthumously will be so noted on the convocation/commencement program. A member of the deceased student's family will be permitted to participate, upon approval from the Dean of the School of Public Health.
- e. The posthumous nature of the degree will be indicated on the diploma and in the student's transcript.