

## Procedure 3.002

### Awarding of Posthumous Degrees Procedure

At the discretion of the president, vice president of student services, and the vice president of academics, deceased students may be awarded posthumous college credentials in recognition of their achievements at Beaufort County Community College under the following conditions:

1. Deceased student has completed at least 75% of course and credit-hour requirements for his/her program of study.
2. The deceased student is in good academic standing and has earned a minimum 2.0 grade point average.
3. The deceased student has been enrolled in the college within the past two years.
4. Students that meet the above criteria will be recognized at graduation.

Individuals associated with the deceased student may submit requests to the vice president of student services, along with documentation of the student's death. The vice president of student services will work with the Registrar's office to verify that the minimum requirements have been met.

The vice president of student services will notify the requestor once a decision has been made:

- If the request is approved, the award is posted to the deceased student's transcript and the requestor will be provided with the appropriate paper degree/diploma/certificate.
- If the minimum requirements are not met, the vice president of student services will determine if the circumstances warrant the awarding of a Certificate of Academic Achievement.

If a Certificate of Academic Achievement is awarded, the Registrar's office will provide it to the requestor. No notations of this certificate will be made on the deceased student's transcript.

### References

**Legal References:** *Enter legal references here*

**SACSCOC References:** *Enter SACSCOC references here*

**Cross References:**

Procedure

**History**

**Senior Staff Review/Approval Dates:** *Enter date(s) here*

**Board of Trustees Review/Approval Dates:** *Enter date(s) here*

**Implementation Dates:** *Enter date(s) here*

