



Policy Title: AA3018 - Posthumous Degrees

Subject Area: Academic

Responsible Official(s): Executive Vice President and Provost

Responsible Office(s): Office of the Provost

Policy

In the unfortunate event of a student's death during an academic term in which it may reasonably be assumed that they would have completed all degree requirements, a degree may be awarded posthumously to the student. The decision as to the likelihood that the student would have completed their work during the term shall be at the discretion of the provost. The special nature of the award should be reflected on all pertinent records.

Procedures

Procedures for awarding a posthumous degree to a University of Memphis student are as follows:

- When the University of Memphis learns of the death of a currently enrolled student, the [Dean of Students](#) Office should be notified. If the student is an undergraduate senior, this office will forward a report to the dean's office of the college in which the student has declared a major. If the student is a graduate student, this office will forward a report to the Graduate School. The report will include the student's progress toward graduation, and academic and conduct standing.
- For an undergraduate student, the relevant dean will review the report and forward it with comments to the provost.
- The provost will review the report and make a determination of whether to award a posthumous degree. [The Office of the Provost](#) will notify the appropriate undergraduate dean or graduate dean and Dean of Students Office. The Dean of Students Office will notify the student's family if the posthumous degree will be awarded.

- If a posthumous degree is awarded, the [Commencement Office](#) is responsible for contacting family members in order to learn their wishes for the ceremony.
- The posthumous nature of the award will be indicated on the diploma, on the student's permanent record, and in the commencement program.
- If the decision is made at any point not to award a posthumous degree, the Dean of Students Office will notify the student's family and other appropriate university offices.

Related Documents, Policies and Forms

[Dean of Students Office](#)
[Commencement Office](#)
[Office of the Provost](#)

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UM1695 – Issued: September 14, 2012
AA3018 – supersedes UM1695