

Mount St. Joseph University
Posthumous Degree Policy

1. A request for the awarding of a posthumous degree may be initiated by the deceased student's family, OR by the student's advisor/program chair. The request is made to the Provost.
2. The Registrar will review the student's record to determine whether the student has met the following criteria:
 - a. Student is in good academic standing.
 - b. Student is in good social standing.
 - c. Student's cause of death was not due to any unlawful activity by the student.
 - d. Student has completed more than 90 semester hours to earn an undergraduate degree, 30 of which must be MSJ hours, or has 6 to 9 semester hours remaining to earn a graduate degree. (Other criteria may be considered at the discretion of the Registrar and the Provost.)
3. The Provost will have final approval of the awarding of a posthumous degree once the above criteria has been confirmed by the Registrar and Dean of Students.
4. The Registrar will note if the student was enrolled at the time of death or was an active-duty member of the U.S. Armed Forces, federal military reserve forces, or National Guard.
5. A notation that the degree is presented posthumously is indicated on the student record. It will appear on the transcript, commencement program, and diploma. The student's name in the commencement program will be listed parenthetically noted as "Posthumous". The diploma will say, "Awarded Posthumously". The transcript will be noted that it is a posthumous degree.
6. The diploma may be presented to a family member during a Commencement ceremony or Baccalaureate service at the families' request.
7. A deceased student who does not meet the semester hour requirement for a degree may be awarded a posthumous certificate of recognition, if appropriate. The certificate is posted on the transcript and is presented privately. A lower posthumous degree (AS instead of BS) may also be considered.