

From: Vice Provost and Dean Robin L. Garrell

Sent: Thursday, March 27, 2014 1:37 PM

Subject: New Campus Policy for Awarding Posthumous Graduate Degrees and Certificates of Attendance

UCLA Graduate Division

Office of the Vice Provost and Dean

Deans, Directors, Department Chairs, and Senate Faculty:

In an effort to recognize the academic achievements of graduate students who pass away near the completion of their degrees, the UCLA Graduate Council has approved a new campus policy for awarding posthumous graduate degrees and certificates of attendance.

A graduate degree may be awarded posthumously in cases where it is determined that the student has successfully completed a substantial portion of their program at the time of death. The student's thesis or dissertation committee and the department or IDP chair makes its recommendation for posthumous degree conferral to Graduate Division, which will determine whether the eligibility criteria have been met. The Graduate Council is responsible for approving such requests and instructing the Registrar to issue the degree.

Eligibility Criteria:

- For a master's degree under the comprehensive examination plan, the deceased student must have been enrolled in the final quarter of coursework, the successful completion of which would have culminated in the awarding of the degree.
- For a master's degree under the master's thesis plan, the deceased student must have completed required coursework and a draft of the thesis which, following review by the thesis committee is recommended as warranting conferral of the master's degree posthumously.
- For a doctoral degree (Ph.D., D.Env., Ed.D., D.M.A., Dr.P.H.), the deceased student must have advanced to candidacy, and completed a body of research or scholarship in tangible form (e.g., published work or substantially completed draft of the dissertation) that: (a) *in substantia* meets the degree program's standards for awarding the doctoral degree, and (b) following review by the dissertation committee, is recommended as warranting conferral of the doctoral degree posthumously.

In cases, where it is determined that the student did not meet the above requirements, a "Certificate of Attendance" may be issued by the Graduate Division.

For more information about this policy and the procedure for awarding posthumous graduate degrees and certificates of attendance, please refer to the new section in the [Standards and Procedures for Graduate Study at UCLA](#).

With best regards,

Robin L. Garrell

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