



Conferment of Posthumous Taught Awards

Document Control Box	
Document title (include version number if amended within same year as approved)	Conferment of Posthumous Taught Awards
Reference Number	009/22
Approval category (Please indicate)	
Governance/Governor	X
MPRIG Executive/Other Committee (insert name)	
Senior Staff (insert name)	
Date document approved	7/4/22
Supersedes (insert previous title and/or version date)	N/A
Date document last reviewed and/or updated	
Date next due for review	January 2026
Related statutes or regulations	
Related policies/procedures/guidance/forms	<ul style="list-style-type: none"> Undergraduate Degree Regulations Postgraduate Degree Regulations
Staff member responsible for update	Academic Director

Amendment History

Version	Revision Summary	Date Approved	Author



Conferment of Posthumous Taught Awards

Introduction

1. The following procedures relate to the award of an Undergraduate or Postgraduate Taught degree (or exit award) in the event of the death of a candidate prior to the completion of the programme.
2. Any enquiries concerning these procedures should be directed to the Senior Registrar.
3. The information contained within these guidelines should be referred to alongside the College's degree regulations.

Procedure

4. The Academic Director may formally make a request that the Progression and Awards Board recommend the award of a posthumous degree (or exit award) to the student in question.
5. The following details should be provided to the Progression and Awards Board:
 - a. The name of the deceased student
 - b. The year of registration of the student
 - c. The name of the degree programme on which the student was registered
 - d. The stage of the programme of study reached by the student at the time of death
 - e. The date of death
 - f. Any examination or assessment marks obtained by the student prior to death
 - g. The level or number of credits obtained by the student prior to death
 - h. Details of any outstanding academic requirements according to the College's degree regulations.
6. The following guidelines apply to the Progression and Awards Board in their consideration of the award of a posthumous degree (or exit award):
 - a. Boards can award an unclassified Honours Degree or unclassified Master's Degree in cases where there is strong evidence that the deceased student would have achieved a degree, as long as the amount of study the student carried out is greater than the amount normally associated with the Diploma of Higher Education or Postgraduate Certificate.

- b. Boards can also consider the recommendation of a lower award than that for which the student was registered.
 - c. In cases where there are outstanding academic requirements, the following options are available to the Progression and Awards Board:
 - The outstanding requirements of the degree (or exit award) can be waived
 - Approval can be given by the Progression and Awards Board to take any further action necessary to complete the outstanding requirements and permit the award of the qualification (for example, typing up of draft assignments)
 - A lower award than that for which the deceased student was registered can be recommended if this would be the most appropriate option.
7. In cases where the deceased student owes fees to the College, the Principal may decide to disregard and write off the debt.
8. Posthumous awards will be awarded in the name of the deceased student and may be announced at the next relevant graduation ceremony, if the next of kin so desires. The award certificate may be presented to the next of kin (or other nominated person) at the graduation ceremony. Alternatively, the award certificate may be presented to the next of kin as part of a private meeting with the Academic Director, Principal or alternative, or sent by post as soon as possible, if this is the wish of the next of kin.