



Chapter 3: Educational Policies

Posthumous Academic Awards

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Revised:
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Authority: [Minnesota State Board Policy 3.42](#)
Custodian of Policy: Vice President of Academic and Student Affairs

Procedure
3HTC.42.1
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PROCEDURE

Part 1. Purpose and Applicability

To establish criteria under which posthumous degrees, certificates, and diplomas may be awarded. This procedure implements Minnesota State Board Policy 3.42 Posthumous Academic Awards.

Part 2. Authorized Posthumous Academic Awards

HTC may confer any degree, certificate, or diploma posthumously that they are otherwise authorized to award.

Part 3. Eligibility

The student must have been enrolled in a degree program and in Good Academic Standing at the time of death. The student must have been active in their coursework for the award being nominated, likely to pass those courses with acceptable grades, and likely to have fulfilled a majority of any requirements of the award. The conferring of the academic award must be consistent with HTC's mission.

Part 4. Nominations

- Students, faculty, staff, and family members of the deceased may nominate a deceased student for a posthumous academic award.
- Nominations must be submitted in writing to the President or delegated authority.

Part 5. Approval

Upon receiving a nomination, the President or delegated authority shall determine the deceased student's eligibility and approve/deny under this procedure. If the student is approved, the Registrar will add the award to the student's academic record.

Part 6. Presentation of Posthumous Academic Awards

A posthumous degree, certificate, or diploma will customarily be conferred at the next scheduled commencement ceremony and presented to a member of the student's family or student's representative. A representative from HTC will reach out to the family once the award is approved. The official commencement program will include the student's name with the annotation that the academic award was conferred posthumously. The student's record will be similarly annotated. The posthumous degree, certificate, or diploma may also be presented by an HTC official to the family in a private gathering.