D. POSTHUMOUS AWARD OF DEGREES

1. Purpose
The University of California, San Francisco School of Medicine seeks to extend sympathy and compassion to families of deceased students near completion of their degrees and to recognize the academic achievement of these students who would have fulfilled the requirements of the degree. These actions must also be balanced with attention to academic and institutional integrity.

2. Criteria
To be eligible for the award of a Medical Doctor degree from the University of California, San Francisco posthumously, the student generally must have met the following criteria:

   a. The student completed the clinical core;
   b. The student was in his/her final quarter of coursework or enrolled in courses, which upon successful completion would have culminated in the awarding of the degree; and
   c. The student was in good academic standing and was successfully progressing toward completion of requirements for the degree to be conferred.

Cases that do not meet the above specified criteria may be considered when extraordinary circumstances prevail. In such cases, request for award of the degree must be reviewed by the appropriate faculty, department chair, and dean(s) and approved by the School of Medicine Faculty Council.

3. Procedure
The process for identifying and considering candidates for the award of degrees posthumously shall be as follows:

   a. A formal request may be initiated by any of the following: a family member, a faculty member, a dean, or a fellow student. If the request is not made by a family member, the family should be contacted and found to be receptive of the possible award. The request should be made directly to the Dean of the School of Medicine or the Dean’s designate.
   b. The Dean’s Office is responsible for reviewing the student’s academic record, confirming with the Registrar whether the specified criteria exist, and forwarding the request to the School of Medicine Faculty Council.
   c. Pursuant to San Francisco Division Bylaw 95D, the School of Medicine Faculty Council shall have final responsibility for approving the award of a posthumous degree and communicating its approval to the Registrar and the Chair of the Division. This duty may be delegated to a committee of the faculty or an administrative officer who is a member of the Academic Senate.
   d. Customarily, degrees awarded posthumously will be noted on the commencement program and a member of the deceased student’s family will be permitted to participate. The student’s diploma will be released or mailed to the person legally authorized to manage the deceased student’s affairs. The posthumous nature of the award will be indicated on the diploma and in the student’s official transcript.