

Aegrotat and Posthumous Awards Policy

Date approved:	20/06/2022	Date policy will take effect:	20/06/2022	Date of Next Review:	20/06/2025
Approving Authority:	Academic Council				
Responsible School/Unit:	Registrar's Office				
Consultation undertaken:	Academic Quality Sub-committee (AQSC).				
Supporting documents, procedures & forms of this policy:	Aegrotat/Posthumous Award Proposal Form				
Reference(s)	Awarding Policy (https://www.dkit.ie/about-dkit/policies-and-guidelines/academic-policies.html). Exit Awards Policy (https://www.dkit.ie/about-dkit/policies-and-guidelines/academic-policies.html). Recognition of Prior Learning (RPL) Policy (https://www.dkit.ie/about-dkit/policies-and-guidelines/academic-policies.html).				
Audience:	Public – accessible to anyone				
Category:	Admission, Progression, Recognition and Certification				

Version Control and Change History

Version Control	Date Effective	Approved By	Amendment(s)
1	11 th May 2018	Academic Council (AC:DOC:157:10:01)	<ul style="list-style-type: none">• Adopted
2	20 th June 2022	Academic Council (Meeting No. 182; AC:DOC:182:07:01)	<ul style="list-style-type: none">• Amended policy to include Aegrotat awards.• Policy renamed to “Aegrotat and Posthumous Awards Policy” from “Posthumous Awards Policy”.

Purpose

This policy details Dundalk Institute of Technology's policy in relation to the bestowing of Aegrotat or Posthumous Awards on a student who has died or fallen gravely ill while registered on a programme of study at the Institute. The policy applies to major awards at NFQ levels 6, 7, 8 and 9 (taught) only.

Policy

The decision to propose or Aegrotat Award or Posthumous Award will be made by the relevant Examination Board. The relevant Head of Department and/or Head of School should consult the Registrar's Office in relation to the proposal to bestow an Aegrotat or Posthumous Award.

Aegrotat Award

An Aegrotat Award may be awarded where a student dies or falls gravely ill before completing their programme of study.

To be considered for an Aegrotat Award, the student will have completed 60% of the credits for an undergraduate programme or 50% of the credits for a taught postgraduate programme. Aegrotat awards are unclassified. They are not a license to practice, nor do they offer any exemptions from Professional, Statutory and Regulatory Bodies (PSRBs) requirements.

In cases where the student is not registered in the Award stage of their programme, they may be conferred with the associated exit award (if such an award is validated). This award may be classified in cases where the required credits for the exit award have been achieved in full.

In making a recommendation to the Academic Council for an Aegrotat Award, the Examination Board will consider the candidate's performance during their programme, and any relevant evidence demonstrating that, but for their death or illness, the student would have reached the standard for the award.

An Aegrotat may be presented at the conferring ceremony of the student's graduating class or another appropriate ceremony or *in absentia*, in consultation with the student and/or next of kin as appropriate.

If a student who receives an Aegrotat Award subsequently recovers and wishes to return to their programme of study, then they should apply to re-enter the programme under the Institute's Recognition of Prior Learning (RPL) Policy. Should a student return to their programme of study having been awarded an Exit Award it is automatically surrendered if the student is subsequently conferred with the parent award.

The conferring of the award will be recorded in the Student Management System (Banner).

In the event that a student has died and has completed less than 60% of the credits in

an undergraduate programme or 50% of the credits for a taught postgraduate programme they may be considered for a Posthumous Award.

Posthumous Award

A Posthumous Award may be awarded where a student dies prior to completion of their programme of study but too early to be eligible for an Aegrotat Award. Posthumous Awards are unclassified.

In cases where the student is not registered in the Award stage of their programme, they may be conferred with the associated exit award. This award may be classified in cases where the required credits for the exit award have been achieved in full. Where there is no validated exit award in place but has completed some of the credits required for the award, they may be conferred with a Posthumous Certificate award, at the discretion of the Examination Board. Awards of this type will be unclassified.

Posthumous Awards will be proposed, in consultation with the next-of-kin of the deceased student and with their consent. The award may be presented at the conferring ceremony of the student's graduating class or another appropriate ceremony or *in absentia*, to be decided in consultation with the student's next-of-kin.

The conferring of the award will be recorded in the Student Management System (Banner).

Procedure

1. The Aegrotat/Posthumous Award Proposal Form is completed by the student, or School as appropriate (see Appendix 1). The proposal form should be accompanied by supporting evidence.
2. The relevant Examination Board(s) considers the proposal to award an Aegrotat/Posthumous Award.
3. Once approved by the Examination Board, the completed Aegrotat/Posthumous Award Proposal is submitted by the School to the Registrar's Office at least two months in advance of the conferring ceremony.
4. The recommendation to award an Aegrotat/Posthumous Award is ratified at the Academic Council.
5. The Registrar's Office arranges with Academic Administration for the student record to be updated in the Student Management System (Banner).
6. The Registrar's Office liaises with the student or next of kin as appropriate regarding the arrangements for receiving the award (at a conferring ceremony or otherwise).

Appendix 1

Aegrotat/Posthumous Award Proposal Form

Student Information			
Student Name:			
Student ID:			
Programme Title(s):			
Stage:			
Proposal Rationale			
Award Information			
Qualification to be Awarded: (Programme Title)			
Type of Award (Aegrotat/Posthumous)			
Conferring Date: (if available):			
Next of Kin Information			
Name(s):			
Address:			
Contact Details: (Email or Telephone)			
Approval			
Head of Department Name:		Date	
Head of Department Signature:			
Registrar's Name:		Date	
Registrar's Signature:			