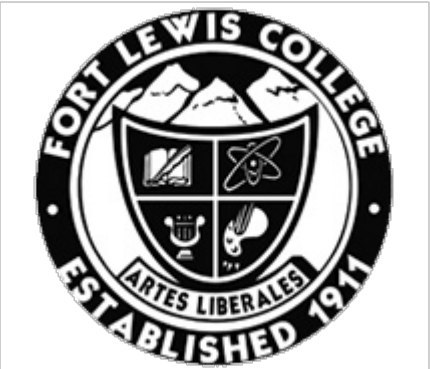


Degree Conferral Policy - Undergraduate

	<p>Policy identification number: To come...</p> <p>File: Academic Policies > Degree Completion Policies</p> <p>Degree Conferral - Undergraduate</p> <p>Policy summary</p> <p>This policy aligns the institution's degree conferral practices with the State of Colorado priority on degree completion.</p>
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Policy Owner	Approval Date	Effective Date
Provost and Vice President for Academic Affairs	December 3, 2014	May 1, 2015

Search Terms	Scheduled for Review
pvpaa, d, provost, academic affairs, degree conferral, undergraduate	Fall 2019

Policy Statement

1. Degree conferral is an institutional action that represents a student's completion of necessary requirements for a bachelor's degree.
2. Degree conferral may be initiated by a student or by the Provost.
3. Degree conferral is not subject to any fees.
 1. This distinguishes degree conferral from participation in the commencement ceremony, issuance of a diploma, and issuance of an official transcript, all of which require payment of an approved fee.
4. Degree conferral is not contingent on the clearance of financial holds.
 1. This distinguishes degree conferral from the issuance of a diploma and issuance of an official transcript, which require compliance with Student Accounts Receivable policy.
5. Degrees are conferred three times each year after the completion of the fall, spring, and summer semesters.
6. All grades of I (Incomplete); IP (In Progress); and NG (No Grade Assigned) must be resolved by instructors of record prior to degree conferral.
7. Students with active registration status will have their degrees conferred at the next conferral date after they have completed all necessary requirements of their declared

major(s), dual degrees, and minor(s) and their instructors of record are in compliance with Policy Statement 6.

8. Students with inactive registration status who have completed all necessary requirements for a bachelor's degree and their instructors of record are in compliance with Policy Statement 6 will have their degrees conferred at the next conferral date, even if they have not completed requirements for declared second majors, declared dual degrees, or declared minor(s).
9. The Registrar's Office will notify students who have had their degrees conferred under Policy Statement 8 of the requirements for issuance of a diploma and an official transcript.
10. Students who have had their degrees conferred will be assigned inactive registration status, which will prohibit their registration in a subsequent semester unless they have been admitted as post-baccalaureate students by the Office of Admission or as graduate students by a Graduate Studies program and are in compliance with Student Accounts Receivable policy.

Reason for Policy

This policy aligns institutional practice with the Colorado Commission on Higher Education's Master Plan and its Performance Contract with Fort Lewis College.

Responsibilities

For following policy: Registrar, instructors of record, Director of Admission

For enforcement of policy: Provost

For oversight of policy: Provost

For notification of policy: Policy Librarian

For procedures implementing policy: Registrar, Director of Information Technology, Director of Admission, Provost

Definitions

Necessary Degree Requirements : Completion of minimum requirements as set forth in Fort Lewis College Policy Requirements for a Bachelor's Degree policy.

Registration Status : An active student in Policy Statement 7 is a student who has been in attendance in at least one of the previous three semesters. Summer is defined as a semester. An inactive student in Policy Statement 8 is a student who has not been in attendance for three consecutive semesters.

Cross-Referenced Policies

[Colorado Competes: A Completion Agenda for Higher Education, Colorado Commission on Higher Education Master Plan, October 2012](#)

[Instructors' Authority and Responsibility to Assign Grades Policy](#)

[Requirements for a Bachelor's Degree Policy](#)

[Fort Lewis College Performance Contract with the Colorado Commission on Higher Education, April 5, 2013](#)