



Vancouver Senate Academic Policy Committee
c/o
Enrolment Services | Senate & Curriculum Services
Brock Hall 2016 – 1874 East Mall
Vancouver BC V6T 1Z1

15 December 2011

To: Vancouver Senate

From: Senate Academic Policy Committee

RE: Rolling Graduation – Faculty of Graduate Studies

The Faculty of Graduate Studies has brought forward a proposal to allow graduate degrees to be approved at any regular meeting of the Vancouver Senate. Thesis-based graduate students can defend at any time during the year. Rolling graduation would allow for the degree to be granted and appear on the student transcript after approval by Senate. This proposal is in response to numerous requests from students to inform their prospective employers that they have completed all their degree requirements in advance of convocation ceremonies. Parchments would continue to be given out at the two convocation ceremonies.

The Senate Academic Policy Committee has reviewed this proposal and is pleased to recommend the following to Senate:

Motion: *“That rolling graduation for graduate programs be approved as set out in the attached proposal.”*

Respectfully submitted,

Dr. Paul Harrison, Chair
Senate Academic Policy Committee



UBC Curriculum Proposal Form Change to Course or Program

Category: (1)

<p>Faculty: N/A Department: N/A</p> <p>Effective Session 2012W</p>	<p>Date: 12 December 2011 Contact Person: Stephanie Oldford Phone: 7-0003 Email: Stephanie.oldford@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>Graduation</p> <p>Every candidate for a degree must make a formal application for graduation. Students can make a formal application for graduation via the Student Service Centre (SSC).</p> <p>The application deadline for May Congregation is February 28. The earliest date to make an application for May Congregation is December 15 of the previous year. The application deadline for November Congregation is August 31. The earliest date to make an application for November Congregation is June 15.</p> <p>If a student plans to graduate, they must submit an application regardless of whether or not they intend to participate in the scheduled ceremonies. If the request to graduate is not approved by the candidate's faculty, a reapplication for the next congregation will be required.</p> <p>Applications for May are not acknowledged until the end of March when Graduation Ceremony information is emailed. Acknowledgment for November applications will be emailed at the end of September. The receipt of graduation information does not confirm the satisfactory completion of the degree program. The faculty completes this approval process and Senate then confers successful candidates. Students can access the SSC one week prior to the ceremonies</p>	<p>URL: http://www.calendar.ubc.ca/vancouver/index.cfm?tree=3,44,0,0</p> <p>Present Calendar Entry: Homepage Policies and Regulations</p> <p>Graduation</p> <p>Every candidate for a degree must make a formal application for graduation. Students can make a formal application for graduation via the Student Service Centre (SSC).</p> <p>The application deadline for May Congregation is February 28. The earliest date to make an application for May Congregation is December 15 of the previous year. The application deadline for November Congregation is August 31. The earliest date to make an application for November Congregation is June 15.</p> <p>If a student plans to graduate, they must submit an application regardless of whether or not they intend to participate in the scheduled ceremonies. If the request to graduate is not approved by the candidate's faculty, a reapplication for the next congregation will be required.</p> <p>Applications for May are not acknowledged until the end of March when Graduation Ceremony information is emailed. Acknowledgment for November applications will be emailed at the end of September. The receipt of graduation information does not confirm the</p>



to confirm conferral of the degree.

No student will receive a graduation diploma until all academic fees have been fully paid (see [Financial Hold](#)).

Graduate Programs – Rolling Graduation

The general regulations for graduation notwithstanding, graduate degrees may be approved at any regular meeting of the Senate during the Winter Session; however, graduation ceremonies (Congregation) are only held in May and November of each year. Although the granting of a degree will be noted on the student’s transcript once approved by the Senate, degree certificates will normally only be issued once the degree is conferred at or after the Congregation following approval.

For application deadlines and expected approval dates please see the Faculty of Graduate Studies Website (*link to: <http://www.grad.ubc.ca/faculty-staff/policies-procedures/graduation>*).

~~Students Completing their Science Degree while Enrolled in Medicine~~

~~Students are reminded that because of the extended Winter Session in the Faculty of Medicine, academic results for the first year are not available from this Faculty in time for spring graduation. Thus, all applications for degrees by students completing their Science degrees while registered in the first year of Medicine will be treated by the Faculty of Science as applications for fall graduation.~~

Students Completing Degree Requirements at other Institutions

Students completing degree requirements

satisfactory completion of the degree program. The faculty completes this approval process and Senate then confers successful candidates. Students can access the SSC one week prior to the ceremonies to confirm conferral of the degree.

No student will receive a graduation diploma until all academic fees have been fully paid (see [Financial Hold](#)).

Type of Action:

Change to academic regulations to allow for rolling graduation. Also headings were inserted to be clear about this and another exceptional provision in the original calendar language for students taking courses at other institutions. The pre-existing provision for students entering Medicine while completing their Science degree has been removed.

Rationale for Proposed Change:

Rolling graduation is a mechanism by which students can be formally awarded a degree more than twice a year. As a result, approving list of graduates would become regular business of Graduate Council, which has a minimum of 4 meetings and a maximum of 5 meetings each year. This would provide an additional 4 to 5 exit points for graduates.

Benefits:

- The idea of Rolling Conferral of Degrees has been well received by members of the Graduate Council Academic Policy Committee as well as members of Graduate Council.
- Since thesis-based students can defend at any time during the year, the rolling conferral of degrees would be



at another institution are also reminded that, because of the delay in obtaining official transcripts, all applications for degrees for such students will be treated by Enrolment Services as applications for fall graduation.

Please see [Current Students](#) and [Graduation at UBC](#) for the latest information on graduation.

beneficial because once the defended copies of the thesis or dissertation have been submitted to the Faculty of Graduate Studies, the student will need to wait only a relatively short time before their name goes forward for the granting of the degree.

- Students also will not need to wait up to 6 months before the degree will show on their transcript.
- We have many requests from students to inform their prospective employers that they have completed all their degree requirements. Rolling graduations should reduce this need.
- Students would not actually receive their degree parchments at this time. Parchments would continue to be given out at the two convocation ceremonies (one in Spring, one in Fall). If students require their degree parchment before the next convocation ceremony, they would need to make a request to have an early release of the parchment at a cost to be set by Enrollment Services. Approved by Graduate Academic Policy Committee on January 22, 2008 Approved by Graduate Council on January 31, 2008