



POLICY TITLE

Commencement Participation

POLICY NUMBER

1-4051

Responsible Office: <i>Office of Enrollment Services/Registrar</i>	Effective Date: <i>06/11/2019</i>
Responsible Official: <i>Vice Chancellor for Academic and Student Affairs</i>	Last Reviewed Date:
Policy Classification: <i>Academic and Student Affairs</i>	Origination Date: <i>06/11/2019</i>

I. POLICY STATEMENT

Baton Rouge Community College (BRCC) has established the requirements to participate in commencement for students who have met all requirements to earn an academic award as well as for students who have attempted, but not successfully completed one course in their academic program the semester of commencement.

II. POLICY RATIONALE AND SCOPE

Commencement is a celebration of student achievement at which time BRCC confers the highest academic award for programs of study approved by the Board of Regents. These academic awards are provisionally conferred to students who have met all graduation requirements. For those student who anticipated meeting the requirements of an academic award at the end of a semester but fell short by not successfully completing one course, BRCC extends the offer to participate in the commencement celebration with the expectation that the student will complete the required course within two semesters.

Participation in commencement is a privilege and does not itself constitute conferral of an academic award, nor does it imply an obligation on the part of the college to confer the academic award before all requirements have been completed and certified. The academic award will be conferred in the semester in which all requirements have been met.

III. POLICY AUDIENCE

This policy applies to all students of Baton Rouge Community College.

IV. POLICY COMPLIANCE

Failure to adhere to this policy will result in inaccuracies with student academic records and the issuance of incorrect academic awards.

V. POLICY DEFINITIONS

Commencement – a ceremony in which degrees or diplomas are conferred on graduating students

Academic Award – refers to a certificate, technical diploma, or Associate’s degree

VI. POLICY IMPLEMENTATION PROCEDURES.

In order to participate in commencement, a candidate must:

- submit an application for graduation to earn an academic award by the published deadline,
- satisfy all financial obligations to the college,
- be approved for graduation, and
- successfully complete all courses in their academic program, or attempt and successfully complete all but one course in their academic program the semester of commencement.

Students who have successfully completed all but one course in their academic program the desired semester of commencement must:

- be verified and informed by the Office of Enrollment Services that they have the option to participate in commencement, and
- sign a letter indicating that they understand that they have not completed the academic award and that their participation in the commencement ceremony does not constitute program completion. In addition, the student agrees to successfully complete the course within two semesters.

VII. POLICY RELATED INFORMATION

BRCC Academic Affairs Policy 1-4050, Graduation Requirements

BRCC Academic Affairs Policy 1-4700, Delegation of Authority

VIII. POLICY EXCEPTIONS

Exceptions to this policy must be approved by the Office of the Vice Chancellor for Academic and Student Affairs and the Chancellor.

IX. POLICY HISTORY AND REVIEW CYCLE

This is a new policy and will be reviewed and revised, as needed, within three years of the effective date.

X. POLICY URL

Policy can be viewed on the BRCC website– www.mybrcc.edu.

XI. POLICY APPROVAL - SIGNATURE, NAME, TITLE, AND DATE OF OFFICIAL



Larissa Littleton-Steib, Ph.D.
Chancellor

6/11/2019

Date

Effective Date of Policy