



## UBC Policy Proposal Form Change to Calendar

<p><b>Faculty:</b> Faculty of Graduate and Postdoctoral Studies  <b>Department:</b> N/A  <b>Senate Approval Date:</b> May 15 2019  <b>Effective Session (W or S):</b> November 2019  <b>Effective Academic Year:</b> 2019-2020</p>	<p><b>Date:</b> 29 March 2019  <b>Contact Person:</b> Dr. Larry Walker  (G+PS Senior Associate Dean)  <b>Phone:</b> 604-827-5546  <b>Email:</b> lawrence.walker@ubc.ca</p>
<p><b>Proposed Calendar Entry:</b></p> <p><b><i>Graduation</i></b></p> <p>Every candidate for a degree must make a formal application for graduation. Students can make a formal application for graduation via the <a href="#">Student Service Centre (SSC)</a>.</p> <p><b>Standard Graduation</b></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</p>	<p><b>URL:</b>  <a href="http://www.calendar.ubc.ca/vancouver/index.cfm?tree=3,44,0,0">http://www.calendar.ubc.ca/vancouver/index.cfm?tree=3,44,0,0</a></p> <p><a href="#">Homepage Campus-wide Policies and Regulations Graduation</a></p> <p><b>Present Calendar Entry:</b></p> <p><b><i>Graduation</i></b></p> <p>Every candidate for a degree must make a formal application for graduation. Students can make a formal application for graduation via the <a href="#">Student Service Centre (SSC)</a>.</p> <p><b>Standard Graduation</b></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</p>



<p>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 to confirm conferral of the degree.</p> <p>No student will receive a graduation diploma until all academic fees have been fully paid (see <a href="#">Financial Hold</a>).</p> <p>Please see <a href="#">Current Students</a> and <a href="#">Graduation at UBC</a> for the latest information on graduation. <b>Graduate students should consult the Deadlines section of the Faculty of Graduate and Postdoctoral Studies website for program completion deadlines.</b></p> <p><b>M.D. Degree, Faculty of Medicine - Rolling Graduation</b></p> <p>The general regulation for graduation notwithstanding, M.D. degrees may be approved by 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.</p> <p>For application deadlines and expected approval dates, please see the Faculty of Medicine <a href="#">website</a>.</p> <p><b>Students Completing Degree Requirements at Other Institutions</b></p> <p>Students completing degree requirements 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.</p> <p>Please see <a href="#">Current Students</a> and <a href="#">Graduation at UBC</a> for the latest information on graduation.</p>	<p>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 to confirm conferral of the degree.</p> <p>No student will receive a graduation diploma until all academic fees have been fully paid (see <a href="#">Financial Hold</a>).</p> <p>Please see <a href="#">Current Students</a> and <a href="#">Graduation at UBC</a> for the latest information on graduation.</p> <p><del><b>Graduate Programs – Rolling Graduation</b></del></p> <p><del>The general regulations for graduation notwithstanding, graduate degrees may be approved by Senate 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.</del></p> <p><del>For more information on rolling graduation, please see the Faculty of Graduate Studies and Postdoctoral Studies website.</del></p> <p><del>For application for graduation and program completion deadlines, please see <a href="#">Dates and Deadlines</a> or the <a href="#">Deadlines</a> section of the Faculty of Graduate and Postdoctoral Studies website.</del></p> <p><b>M.D. Degree, Faculty of Medicine - Rolling Graduation</b></p> <p>The general regulation for graduation notwithstanding, M.D. degrees may be approved by 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</p>
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	<p>Congregation following approval.</p> <p>For application deadlines and expected approval dates, please see the Faculty of Medicine <a href="#">website</a>.</p> <p><b>Students Completing Degree Requirements at Other Institutions</b></p> <p>Students completing degree requirements 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.</p> <p>Please see <a href="#">Current Students</a> and <a href="#">Graduation at UBC</a> for the latest information on graduation.</p> <p>***</p> <p><b>Type of Action:</b></p> <ul style="list-style-type: none"><li>• Remove the section on rolling graduation for graduate students.</li><li>• Add advice to graduate students to see the G+PS website for information about program completion deadlines.</li></ul> <p><b>Rationale for Proposed Change:</b></p> <p>G+PS and Enrolment Services are recommending that rolling graduation for graduate students (the conferral of graduate degrees by Senate in September and February, in addition to the standard graduation dates of May and November) be discontinued.</p> <p>Rolling graduation was introduced in 2014 but a recent review by G+PS and Enrolment Services has indicated that it has resulted in a substantial increase in work for G+PS and program staff for minimal benefit. Students have begun applying very early for graduation in the hope of completing early (i.e., in September or February). This has led to a large increase in the number who are not approved for graduation on first application. Because the records of all students who apply to graduate must be checked, a high application and non-approval rate represents a substantial increase in workload for staff. The review indicated that 33% of applicants for</p>
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	<p>September and February degree conferral were not approved (in contrast to 16% at the standard graduation dates).</p> <p>As soon as students' programs are closed, they are now able to download from the SSC an official letter that confirms they have completed all degree requirements and are expected to graduate at the next ceremony. This degree completion letter is sufficient for almost all purposes. On the rare occasions it does not (the last request was in 2012), a personal letter with clarification is provided by G+PS.</p>
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