

RELINQUISHING A DEGREE POLICY

This policy is the responsibility of the Registrar and was approved by Faculty Senate and then revised by the Academic Planning Committee on March 22, 2019.

POLICY OVERVIEW

This policy outlines the steps that Briercrest College and Seminary students can follow to relinquish a degree they have previously earned through Briercrest.

PRINCIPLES

This policy is guided by the principles of integrity and transparency.

SCOPE

This policy applies to all undergraduate and graduate students at Briercrest College and Seminary.

POLICY STATEMENT

A student may relinquish only an undergraduate or graduate degree earned through Briercrest College and Seminary.

PROCEDURES

1. The student must include a written statement of their intent to relinquish their degree with their re-application to Briercrest College or Briercrest Seminary.
2. The degree relinquishment will be processed through the same approval process as the application to graduate (faculty and general faculty approval). The original diploma will need to be returned with the application to graduate.
3. At the degree conferral time, usually at commencement, the original degree will be removed from the student database records. The student's file will reflect the date of the newly awarded degree with data of when the original degree was conferred and the date it was relinquished being documented in the student's file.
4. All applicable credits are then applied toward the intended degree.
5. There will be no additional fee charged for the relinquishment of a degree, but normal graduation and administration fees will be applied

APPENDIX A

Related Forms/Policies	Commencement Policy (College) Commencement Policy (Seminary)
Where is this policy published	
Contact Information	Registrar

