



PACIFIC COAST UNIVERSITY  
FOR WORKPLACE HEALTH SCIENCES

## Approval of Graduands - Policy 025

### *Policy Statement*

The Chancellor, or in their absence, the President of the University, will confer, on behalf of the Board of Governors, appropriate graduation awards, including degrees, diplomas and certificates, upon receiving from the Registrar a list of graduands as having satisfied the academic requirements established by the University for a graduation award.

### *Related Policy*

Academic Appeals and Complaints  
Residency

### *Definitions*

University means Pacific Coast University for Workplace Health Sciences, a corporation established under the Act.

### *Procedures*

The Registrar will determine which students have met the requirements of a degree, diploma or certificate and provide a list of graduands to the Board.

A list of the graduands will be provided to the Academic Council for information.

The Registrar with the approval of the Chief Academic Officer is granted the authority to correct/amend the list of graduands under exceptional or extenuating circumstances.

The Registrar will advise students if they are not approved as graduands.

A student may appeal a graduation decision as outlined in the University's policy on Academic Appeals and Complaints.

There may be a graduation fee as published in the University Calendar.

### *Approvals and Responsibility*

Approved by: Board of Governors, March 27, 2012; June 18, 2014; June 12, 2020  
Approved by: Academic Council, April 12, 2012; May 22, 2020  
Revised: June 18, 2014; June 12, 2020  
Responsibility: Chief Academic Officer

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