

Degree Conferral Policy

Approved by the Board of Regents on March 30, 2010

In an effort to confer degrees in a timely and efficient manner, the following Degree Conferral Policy was adopted by the New Mexico Tech Board of Regents:

- The Board of Regents shall grant the President authority to confer degrees on behalf of the Board on-going throughout the entire year upon standard proof that the student has completed all degree requirements. This authority will be reviewed annually by the Board.
- The Registrar shall provide the Office of Academic Affairs, at scheduled times of the year, with a list of students who have finished their degree requirements. Academic Affairs will circulate this list electronically to the Faculty Senate and Board of Regents and allow the members of each body to make exceptions, ask clarifying questions or provide additional information regarding any student eligibility to receiving a degree.
- Upon hearing no exceptions, the President may confer the list of degrees. The result will be a dependable cycle of degree approval and conferral, which will permit graduates to begin their careers without delay.
- Students who complete degree requirements outside the degree conferral cycle may request a letter of completion from the Office of the Registrar. This letter indicates that all NMT degree requirements have been met.
- Students who complete degree requirements outside the degree conferral cycle may, in exceptional circumstances (e.g., job requirements), request the Office of the Registrar and/or Graduate Studies to process the conferral of their degree outside the scheduled timeline. All NMT policies and procedures must still be followed. Such requests will only be considered if, along with an exceptional circumstance, the next degree conferral cycle begins more than 2 months from the date of request.

History: Revision to permit a different cycle of degree conferral while indicating alternatives available to students (e.g., letter of completion, exception request).

Original Policy approved by Board of Regents: March 30, 2010 (monthly conferrals)