



# COLLEGE OF THE NORTH ATLANTIC

## OPERATIONAL POLICY

### TOPIC: GRADUATION & RECOGNITION CEREMONIES

|                          |           |                          |                   |
|--------------------------|-----------|--------------------------|-------------------|
| <b>Policy No.</b>        | LS-214    | <b>Division</b>          | Learner Services  |
| <b>Supersedes</b>        | n/a       | <b>Board Policy Ref.</b> | n/a               |
| <b>Related Procedure</b> | LS-214-PR | <b>Effective Date:</b>   | December 18, 2007 |

#### 1. PURPOSE AND SCOPE

The College recognizes that the completion of a program of study is a significant and meaningful achievement in the lives of learners. It also recognizes that dignified, formal Graduation and Recognition Ceremonies are an appropriate means of celebrating learner achievement with the entire College community, including the wider communities served by the College.

This policy establishes standards and procedures for planning and conducting dignified, formal Graduation and Recognition Ceremonies at each of the College's campuses.

The planning and conduct of campus-based Graduation and Recognition Ceremonies shall be the responsibility of the Campus Administrator(s). The Vice-President of Academic & Learner Services shall be responsible for the province-wide coordination of these Ceremonies.

#### 2. POLICY

It is the policy of the College that each College campus shall, at a place and time to be determined in cooperation with the Vice-President of Academic & Learner Services, plan and conduct at least one (1) formal graduation and recognition ceremony each academic year.

All learners who have successfully completed their program of study, having met all graduation requirements (or who will imminently complete their program of study and who, it is reasonably expected, will meet all

graduation requirements), shall be entitled to participate in a formal Graduation and Recognition Ceremony.

**3. PROCEDURES**

The Vice-President of Academic and Learner Services shall ensure that procedures are developed and implemented in accordance with this policy.

| Approval History      |                   |
|-----------------------|-------------------|
| Approved by President | December 18, 2007 |
| Next Review           | December 2011     |