



COLLEGE OF THE NORTH ATLANTIC
OPERATIONAL POLICY

TOPIC: GRADUATION CEREMONIES

Policy No.	SS-214	Division	Student Services
Supersedes	n/a	Board Policy Ref.	n/a
Related Procedure	SS-214-PR	Effective Date:	April 2, 2019 (R2)

1.0 PURPOSE AND SCOPE

The College recognizes that the completion of a program of study is a significant and meaningful achievement in the lives of students. It also recognizes that dignified, formal Graduation Ceremonies are an appropriate means of celebrating student 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 Ceremonies at College of the North Atlantic campuses in Newfoundland and Labrador.

The Vice President, Student Engagement shall be responsible for province-wide coordination of these ceremonies to ensure consistent student focused events.

Local planning and implementation of campus or regional Graduation Ceremonies shall be the responsibility of the campus administration.

All planning and ceremony activities will keep the student as the main focus to ensure their accomplishments are being celebrated and recognized appropriately.

2.0 POLICY

It is the policy of the College that each campus, or multiple campuses in a region, shall, at a place and time to be determined in collaboration with the Vice President, Student Engagement, plan and conduct at least one (1) formal Graduation Ceremony each academic year (September 01 to August 31). A program in the

college that is thirteen (13) weeks or longer must acknowledge graduates through a formal graduation ceremony in adherence to this policy and procedures.

Student participation in the official Graduation Ceremonies will follow the college's Academic Year. Participation in these ceremonies will be open to students who are scheduled and are on track to complete their program of studies in the applicable academic year.

3.0 PROCEDURE

The Vice President, Student Engagement shall ensure that procedures are developed and implemented in accordance with this policy.

Approval History	
Approved by President	December 18, 2007
Revision 1	April 15, 2015
Reviewed	April 28, 2016
Revision 2	April 2, 2019