



COLLEGE OF THE NORTH ATLANTIC
OPERATIONAL POLICY

TOPIC: SIGNING AUTHORITY FOR ACADEMIC CREDENTIALS

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|--------------------------|----------------------------|--------------------------|--------------|
| Procedure No. | AC-120 | Division | Academic |
| Related Procedure | AC-120-PR | Board Policy Ref. | n/a |
| Related Policies | AC-101 AC-104 AC-106 | Effective Date | May 18, 2016 |

1. PURPOSE AND SCOPE

The purpose of this policy is to establish the signing authority of academic credentials to be awarded at the College of the North Atlantic.

2. POLICY

It is the policy of the College that all academic credentials be signed in a consistent manner by authorized College personnel, as outlined in the procedure AC-120-PR.

3. PROCEDURE

The Vice President, Academic Programs & Delivery shall ensure that procedures are developed and implemented in accordance with this policy.

Approval History

Approved by President
Reviewed

December 1, 2015
May 18, 2016