Approving University Official(s): Academic Council
Responsible Unit: Registrar
Original Effective Date: March 20, 2025
Date of this version: September 25, 2025
Version Code: 1.1

Conferral of Degrees and Convocations Policy

Purpose

This policy establishes a clear and consistent framework for Conferral of Degrees and Convocations (the "Policy") at Yorkville University ("Yorkville"). It provides guidance to ensure alignment with the institution's operational, academic, and regulatory obligations, and supports Yorkville's commitment to:

- To articulate the process for conferring Degrees at Yorkville.
- To define the purpose of Convocations to celebrate Degree completion.

Scope

This Policy applies to all individuals who satisfy the requirements to earn a Degree at Yorkville, regardless of which province has authorized Yorkville to offer the Degree.

Definitions

***Conferral* –** refers to the official awarding of a Degree to a Student who has satisfied all requirements for a Degree.

***Consent* –** refers to the authorization received by Yorkville from a provincial government to offer a degree program. Degrees offered by Yorkville in British Columbia are authorized by Ministerial Consent under the British Columbia Degree Authorization Act. In Ontario, Consent is given by the Minister responsible for the Post- Secondary Education Choice and Excellence Act (2000). In New Brunswick Consent results from Designation to offer the Degree under the authority of the Degree Granting Act.

***Convocation* –** is a formal gathering of Graduates, faculty, and academic leaders to celebrate the achievements of Graduates. At Yorkville, Convocation does not include Graduation and degrees are not conferred as part of the Convocation ceremony.

***Degree* –** refers to a qualification conferred on a Student who has successfully completed a program of study at Yorkville, having met all requirements for Graduation. For purposes of this policy, Degree is taken to include subsidiary credentials such as certificates, diplomas, and graduate certificates.

A Graduate **–** is an individual on whom a Degree has been conferred. Upon Conferral of the Degree, the individual ceases to be a Student and becomes a Graduate.

Graduation **–** occurs when a Degree is conferred on a Student. At Yorkville, Graduation does not include a Convocation of Students.

Student **–** means any person who is: registered in one or more courses as full time, part- time, or special student status in a Yorkville course of study and/or engaged in any academic work that leads to the assigning of a mark, grade, or statement of performance by the appropriate authority within Yorkville and/or entitled to a valid student ID card who is between sessions. An individual's status as a student is not affected by whether the person receives courses remotely or in-person.

Policy Statement

1. Conferral of Degrees:
    a. Eligibility to graduate: To graduate, Students must:
        i. Have met the Graduation, residency, time-to-completion, and other requirements for their Degree program as set out in the Yorkville Academic Calendar.
        ii. Have no outstanding tuition or non-tuition debt to Yorkville.
        iii. Not be under investigation for academic or non-academic misconduct.

    b. Conferral of Degrees:
        i. Yorkville Degrees are conferred once the Registrar has confirmed that the Student is eligible to graduate; conferral of Degrees takes place continuously throughout the year.
        ii. Conferral of a Degree is an official administrative act of Yorkville and is not ceremonial.
        iii. Graduation and the date of Conferral of the Degree is noted on the Graduate's official transcript.
        iv. Yorkville confirms the Conferral of a Degree by presenting the Graduate with an official testamur (Degree parchment) signed by duly authorized Yorkville officials and embossed with Yorkville's seal. Testamurs are either picked up in person at a Yorkville campus or delivered by courier to Graduates. They are not presented at Convocation.
2. Convocations:
    a. Yorkville holds one or more Convocations each year in each province in which it has Consent to offer Degree programs.
    b. Convocations bring together faculty, staff, and Graduates whose Degrees were conferred since the previous Convocation.
    c. The purpose of Convocation is to celebrate the achievements of Graduates of Yorkville's Degree programs.
    d. Graduates and their guests are invited to attend Convocation in the province that gave Consent for the Degree they earned.
    e. At Convocation, the names of each graduate are published in the convocation program and each Graduate in attendance is recognized by name and is

congratulated by senior university officials and members of faculty. Some Graduates may be asked to speak on behalf of their fellow Graduates.

f. Convocations are streamed on the Internet for graduates unable to attend in person. Graduates attending online are recognized and congratulated collectively.

3. Compliance and Communication
    a. Yorkville will communicate this policy to Students before Graduation and in relevant Convocation materials.
    b. This policy complies with **Ontario's *PSECE 2000 Act*, BC's *Degree Authorization Act*, and NB's *Degree Granting Act*.**
    c. This policy does not alter the **official regulatory Consent of any Degree program**.
    d. This policy aligns with Yorkville's core values by ensuring that the Student experience remains at the center of everything we do. It supports accessibility and achievement (Fuel Learning Potential), maintains regulatory integrity and transparency (Own Our Impact), fosters a Convocation environment that is inclusive and celebratory (Build Inclusive Communities), and encourages continuous reflection and improvement (Embrace Purposeful Curiosity).

Related Information

- Yorkville University Academic Calendar.
- Chapter 8, Academic Policies and Information. Particularly 8.3 Grading Policies.
- Chapter 10, Program Information. Particularly regulations relating to progression and Graduation requirements, time to completion, and residency requirements for each program.

Contacts

For questions regarding this policy, please contact:

Department/Office Name: Academic Governance Office
Email: academicgovernance@yorkvilleu.ca

Note: Names and structures of Yorkville offices or governing bodies may change over time. Such changes do not affect the validity of this policy. To confirm the current responsible office or body, contact the Office of Regulatory and Government Affairs at academicgovernance@yorkvilleu.ca.

Revision History

Version Code	Date	Summary of Changes	Authorized by (Title)
1.0	March 20, 2025	New policy	Academic Council
1.1	September 25, 2025	Updated to new template	-