

UAM OPERATING PROCEDURE 550.1
RE: Special Recognition at University
Commencement

April 17, 2006
Revised: July 1, 2011

There are times when an immediate family member* of a University employee or Board member is a candidate for graduation at the annual commencement ceremony.

Full-time University faculty or staff, emeriti faculty, current members of the University of Arkansas Board of Trustees, and current members of the University of Arkansas at Monticello Board of Visitors may participate in the recognition of his/her immediate family member at the event. The participation may include the hooding of a master's candidate or the presentation of a symbolic diploma to an undergraduate candidate.

Any eligible employee or board member as indicated above should make a written request to the Provost/Vice Chancellor for Academic Affairs at least two months prior to the date of commencement. The request should include the name of the candidate and the relationship of the requesting individual to the candidate. The participant will not be required, but may choose to wear academic regalia.

The Provost/Vice Chancellor for Academic Affairs shall respond in writing and shall provide specific procedural instructions for participation in the event.

*Immediate family member shall mean: Spouse, father, mother, stepfather, stepmother, legal guardian, sister, stepsister, brother, stepbrother, child, stepchild, grandparent, or grandchild.