



UNIVERSITY OF CENTRAL FLORIDA

**Office of the President**

<b>SUBJECT:</b> Degree Revocation	<b>Effective Date:</b> 12/10/18	<b>Policy Number:</b> 4-406.1	
	<b>Supersedes:</b> 4-406	<b>Page</b> 1	<b>Of</b> 2
	<b>Responsible Authority:</b> Provost and Vice President for Academic Affairs		

**APPLICABILITY/ACCOUNTABILITY**

This policy applies to all members of the UCF community with regard to academic degrees that have been posted and officially recorded.

**POLICY STATEMENT**

The University of Central Florida reserves the right to revoke any UCF degree awarded to any student. Reasons for degree revocation may include academic dishonesty, grade change, administrative error, disciplinary misconduct, or student request.

**PROCEDURES**

**Academic dishonesty, grade change, administrative error**

The dean of the college wishing to have a degree revoked will notify the student of the decision to pursue degree revocation and send the recommendation to the appropriate dean of Undergraduate Studies or Graduate Studies. The dean of Undergraduate or Graduate Studies will review the recommendation, keep the student informed of the progress of the review, make a decision, and forward that decision to the provost for a final decision in consultation with the president. The dean of Undergraduate or Graduate Studies will then inform the appropriate parties of the final decision.

**Disciplinary misconduct**

The vice president for Student Development and Enrollment Services will initiate the petition process for revoking the degree in a case of disciplinary misconduct. SDES will inform the student of its decision to pursue revocation and inform the appropriate college. The petition will be forwarded to the appropriate dean of Undergraduate or Graduate Studies for review and decision. Undergraduate or Graduate Studies will keep the student informed of the progress of the review. The dean of Undergraduate or Graduate Studies decision will be forwarded to the provost for a final decision in consultation with the president. The dean of Undergraduate or Graduate Studies will then inform the appropriate parties of the final decision.

**Student request**

A student who wishes to have their degree revoked will file a petition with the college of their program of study. The dean of the college will review the information and make a recommendation to the dean of Undergraduate or Graduate Studies. If the college dean chooses not to recommend the revocation of the degree, the college will notify the student of the decision and inform the student of the appeal process. If the college dean chooses to recommend the revocation of the degree, that decision will be forwarded to the appropriate dean of Undergraduate or Graduate Studies who will review the case and forward their decision to the provost for a final decision made in consultation with the president. The dean of Undergraduate or Graduate Studies will inform the appropriate parties of the final decision.

Should a student's request for degree revocation be denied by the college dean, the student may appeal that decision to the appropriate dean of Undergraduate or Graduate Studies. If the dean of Undergraduate or Graduate Studies agrees with the student, the ultimate revocation will be determined by the provost in consultation with the president.

The Registrar's Office is responsible for notifying the Office of Institutional Knowledge and Management and other affected parties of any revoked degree.

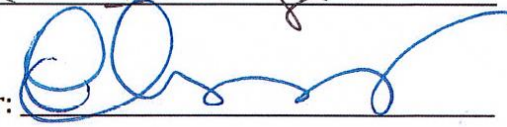
The final decision about a degree revocation cannot be appealed.

**INITIATING AUTHORITY** Provost and Vice President for Academic Affairs

**POLICY APPROVAL**  
**(For use by the Office of the President)**

Policy Number: 4-406.1

Initiating Authority:  Date: 12-7-18

University Policies and  
Procedures Committee Chair:  Date: 8/30/18

President or Designee:  Date: 12/10/18