

## REGULATION 2

### UNIVERSITY OF LONDON HONORARY DEGREES AND HONORARY FELLOWSHIPS

#### HONORARY AWARDS CONFERRED BY THE UNIVERSITY

1. The Collegiate Council may approve the conferral of an honorary degree of the University on a person of conspicuous merit, who is outstanding in their field, commands international, or at least national recognition, or who has given exceptional service to the University.
2. The Board of Trustees may approve the award of an honorary fellowship to a person of significant achievement and distinction, who has made an outstanding contribution to the University's reputation, mission or objects over a period of time.
3. The honorary degrees that may be awarded are as follows:
  - Doctor of Divinity (DD)
  - Doctor of Laws (LLD) Doctor of Literature (DLit)
  - Doctor of Literature (Education) (DLit(Ed)) Doctor of Music (DMus)
  - Doctor of Science (DSc)
  - Doctor of Science (Economics) (DSc(Econ))
  - Doctor of Science (Engineering) (DSc(Eng))
  - Doctor of Science (Medicine) (DSc(Med))
  - Doctor of Science (Social Sciences) (DSc(SocSc))
  - Doctor of Veterinary Medicine (DVetMed)
  - Bachelor of Education (HonBEd) - *see Annex 1 for rules*
4. The honorary fellowship awarded will be known as HFLon.
5. An honorary degree or honorary fellowship will not normally be conferred on a serving Chair of the governing body of a Member Institution, or a person currently employed by the University or a Member Institution.
6. An honorary degree or honorary fellowship will not normally be conferred on a 'serving politician', including:
  - Ministers of the Crown;
  - Members of Parliament;
  - front bench members of the House of Lords;
  - other leading active members of a political party; and
  - persons in similar positions in other countries.

However, honorary degrees or honorary fellowships may be awarded to:

- back-bench members of the House of Lords, even if affiliated to a political party;
- an 'elder statesman';

## REGULATION 2

- a person retired from high Ministerial office, who is unlikely to hold a Cabinet office position again even if they remain a Member of Parliament; and
  - serving Heads of State.
7. An honorary degree or honorary fellowship will not normally be conferred on a person who: has already been awarded an honorary degree, or honorary fellowship of the University, either by the University or by a Member Institution; or who has previously declined to accept a University of London award from the University or from a Member Institution. The Secretary of the Collegiate Council will maintain an appropriate record.
  8. An honorary degree or honorary fellowship will not, save in exceptional circumstances, be conferred *in absentia*.
  9. Where the Collegiate Council has formally resolved to confer an honorary degree or the Board of Trustees has resolved to award an honorary fellowship on a person, and the death of that person occurs before the conferment takes place, the award will be deemed to have been conferred, the date of the conferment being deemed to be the day preceding the date of death.
  10. The Collegiate Council may develop further the criteria for the conferment of honorary degrees, and the Board of Trustees the criteria for award of an honorary fellowship. Each body will determine the procedures for inviting and considering nominations and the arrangements for conferral.
  11. Up to three honorary degrees annually may normally be awarded by Central Academic Bodies unless the Vice-Chancellor decides, in consultation with the relevant Central Academic Body, that it is appropriate for an additional award to be made.
  12. Up to three honorary fellowships may normally be awarded annually unless the Board of Trustees, on the advice of the Vice-Chancellor, decides that it is appropriate for an additional award to be made.
  13. All honorary awards will normally be conferred by the Chancellor. In the absence of the Chancellor, honorary awards will be conferred by the Vice-Chancellor.
  14. The revocation of an honorary degree will be decided by the Collegiate Council, and of an honorary fellowship by the Board of Trustees.

### HONORARY DEGREES CONFERRED BY THE MEMBER INSTITUTIONS

15. Member Institutions of the University that award University of London degrees may confer honorary degrees of the University in accordance with this Regulation.
16. Each Member Institution is entitled to award up to five University of London honorary degrees annually. It is permissible for a Member Institution to carry over its entitlement in one year to the following year, but for that year only.
17. Each Member Institution will determine its procedures for inviting and approving nominations and conferring honorary degrees, subject to observing the following:
  - Paragraphs 1, 3, 5, 6 and 7 of this Regulation will apply, as will any further criteria or requirements approved by the Collegiate Council and communicated to Member Institutions.
  - An honorary degree will not be conferred on a person whose contribution or achievements lie chiefly in service to the Member Institution and will not normally be conferred on someone who is already a fellow or honorary fellow of the Member

## REGULATION 2

Institution.

- A proposal to confer an honorary degree will be made by a Member Institution committee which will be chaired by either the Head of the Member Institution or the Chair of the governing body and whose members will include both lay members of the governing body and members of the academic staff. The proposal will be considered and approved by the Member Institution Governing Body.
- In offering a person an honorary degree, the Member Institution will make it clear that it is an honorary degree of the University conferred by the Member Institution.
- At any ceremony to confer the honorary degree, unless the Chancellor is able to be present, the Head of the Member Institution, or his or her deputy, will confer the degree on behalf of the Chancellor and the University (unless the Member Institution requests that it be done by the Vice-Chancellor), although the Head of the Member Institution need not preside.

### Procedure

18. Prior to consideration of a nomination by the Member Institution governing body, a Member Institution will make an enquiry to the Secretary of the Collegiate Council to establish if a particular nominee:

- has declined to accept a University of London honorary degree from another Member Institution or the University;
- has already been awarded a University of London honorary degree by the University or a Member Institution; or
- has been nominated by another Member Institution or the University.

19. Member Institutions should not communicate with any nominee until the Member Institution governing body has considered and formally approved the nomination.

### Diploma

20. The diploma for an honorary degree conferred by a Member Institution should contain the following:

- the arms of the University; the arms or logo of the Member Institution may also be added;
- the name "University of London" and the name of the Member Institution; the name of the University being the same size as that of the Member Institution;
- the name of the recipient and the degree;
- the words "the honorary degree of ..." before the name of the degree, or the words "*honoris causa*" after the name of the degree;
- that the degree is a degree of the University of London and is awarded on the authority of the governing body of the Member Institution;
- the date of conferment;
- the signatures of the Vice-Chancellor and the Head of the Member Institution; the signature of the Chair of the Member Institution governing body may also be included; [*The signatures on the diploma remain the same, irrespective of who actually confers the degree.*] and
- the University Seal.
- Diplomas should be sent to the Secretary of the Collegiate Council who will arrange for them to be signed by the Vice-Chancellor and for the University Seal to be applied.

## **REGULATION 2**

### **Annual reporting**

21. Member Institutions will submit to the Collegiate Council, on an annual basis, details of all those persons on which it has conferred or has agreed to confer an honorary degree of the University of London.

### **Academic dress**

22. Recipients of honorary degrees should wear the scarlet higher doctorate gown and hood of the University, faced and lined with the colour appropriate to the degree being awarded. Other designs of gowns and hoods are not permissible.
23. Recipients of honorary fellowships should wear black artificial silk with flap collar and square sleeves with inverted T armholes. The University crest is embroidered onto the centre back of the collar. The front facings are trimmed with narrow red and blue ribbons which continue around the flap collar. The cap should be black velvet Tudor bonnet with twisted red and blue cord and tassels.

15 February 2019

## REGULATION 2

### Annex 1: Award of Honorary Bachelor of Education (HonBEd)

#### Criteria

1. Eligibility for an HonBEd requires that an individual completed a teaching certificate awarded by the University of London for studies undertaken prior to 1984 at any of the following seven institutions: Coloma College of Education, Maria Assumpta Teacher Training College, Sittingbourne College of Education, Nonington College of Physical Education, Stockwell College of Education, Thomas Huxley College and Philippa Fawcett and Furzedown College of Education.

#### Conferment

2. The Collegiate Council delegates the conferment of the Honorary Bachelor of Education (HonBEd) award to the Honorary Teaching Degree Conferment Committee (HTDCC).
3. The HTDCC will be a time limited committee concerned only with the award of the Honorary Bachelor of Education (HonBEd) in accordance with this regulation. Its terms of reference and constitution are determined by the executive, and it will report to the Academic Board and Collegiate Council.
4. The HTDCC may approve the conferral of an Honorary Bachelor of Education (HonBEd) of the University of London on an individual who meets the criteria.
5. The Honorary Bachelor of Education (HonBEd) will not normally be conferred on a person who: has already been awarded an honorary degree either by the University or by a Member Institution; or who has previously declined to accept a University of London award from the University or from a Member Institution.
6. The University Secretary will maintain an appropriate record of honorary degrees awarded under this Annex 1 of Regulation 2. The Development Office will retain these records in Senator (the database of Alumni) and a report can be provided at any time to the University Secretary.
7. The Honorary Bachelor of Education (HonBEd) may in circumstances to be defined by the HTDCC be conferred *in absentia*.
8. Where the HTDCC has formally resolved to confer an Honorary Bachelor of Education (HonBEd) and the death of that person occurs before the conferment takes place, the award will be deemed to have been conferred, the date of the conferment being deemed to be the day preceding the date of death.
9. All Honorary Bachelor of Education (HonBEd) degrees will normally be conferred by either the Chancellor or in the absence of the Chancellor, by the Vice-Chancellor or a nominated delegate.
10. The revocation of an Honorary Bachelor of Education (HonBEd) will be decided by the HTDCC which may be reconvened for that purpose.
11. Recipients of Honorary Bachelor of Education (HonBEd) should adopt the same rules of academic dress as graduates of the Bachelor of Education (BEd) as defined in Regulation 1, Annex 1.