



UNIVERSITY OF MANITOBA

ACADEMIC SEAL SIGNING OF CERTAIN DOCUMENTS:

1.00 Seal and Custody:

1.1 The seal, an impression of which is affixed on the margin hereof, shall continue to be the academic seal of the University.

1.2 The Registrar shall be the keeper of the academic seal.

2.00 Restrictive Use:

The academic seal shall be used only for the purposes of authenticating the certificates and academic documents mentioned in this Bylaw.

3.00 Degree Certificates:

3.1 Certificates evidencing the conferring of a degree of the University (other than an honorary degree of the University) shall be sealed with the academic seal of the University and signed by the Chair of the Board, the Chancellor, the President, and the Dean or Director of the appropriate faculty or school, and, if appropriate, the head of the affiliated college of which the student may have been a member during the final year of the student's program, and, in the case of Université de Saint-Boniface, the Dean may sign; provided, however, that the President, or in the absence of the President, the Chair of the Board, may authorize the signatures of such officials to be engraved, lithographed, or printed on any such certificate.

3.2 In the event that any person whose signature has been engraved, lithographed or printed on any such certificates has vacated office not more than three months prior to the date of such certificates, then such certificates shall be deemed to be signed by that person in accordance with this Bylaw.

4.00 Honorary Degree Certificates:

Certificates evidencing the conferring of an honorary degree of the University shall be sealed with the academic seal of the University and shall be signed by the Chair of the Board, the Chancellor, and the President.

5.00 Diplomas:

Diplomas for which the program of studies is approved by the Senate shall be sealed with the academic seal of the University and shall be signed by the President, and the Dean or Director of the appropriate faculty or school.

6.00 Transcripts and Certificates of Academic Standing:

Transcripts of record and certificates of academic standing, when signed by the Registrar, or the delegate of the Director, may be sealed with the academic seal of the University.

7.00 Official Greetings:

Official greetings forwarded by the University at the request of the President shall be signed by the Chancellor and the Vice-Chancellor and sealed with the academic seal of the University.