



**Nelson Mandela
Metropolitan
University**

for tomorrow

**INSTITUTIONAL REGULATORY CODE (IRC)
(Policies, Procedures, Rules etc.)**

To be completed by initiator of policy/policy owner

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| 1. TITLE: | Student Funeral Policy |
| 2. APPROVING AUTHORITY: (Committee or Management Official) | Executive Management Committee |
| 3. FIELD OF APPLICATION: (All persons to whom policy applies) | NMMU Student Body |
| 4. COMPLIANCE OFFICER(S): (Persons responsible for ensuring policy implementation) | Senior Manager: Student Governance and Development Student Representative Council (SRC) |
| 5. STATUS OF POLICY/PROCEDURE etc. (New/Revised): | New |
| 6. REVIEW DATE: (Date for review of policy. Policy owner responsible for initiating review.) | July 2010 |
| 7. STAKEHOLDER CONSULTATION (State the stakeholder group/s consulted during policy formulation/revision) | NMMU Student Body |
| 8. DESIGNATION OF POLICY OWNER: (Person responsible for maintaining policy) | Senior Manager: Student Governance and Development |
| 9. NAME OF POLICY OWNER: | |

For office use only

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| SUBJECT (Broad policy field): | Student Governance |
| SUBJECT NUMBER: | 200 |
| CATEGORY (Policy sub-field): | General |
| CATEGORY NUMBER: | 204 |
| IRC NUMBER: | 204.01 |
| POLICY DOCUMENT NUMBER: | D/728/07 |
| DATE OF APPROVAL: | 1 August 2007 |
| RESOLUTION REFERENCE: (Minute/directive date or other...) | 07/12-10.2 |
| POLICY IMPLEMENTATION DATE: (Date on which policy becomes effective) | Immediately |

NELSON MANDELA METROPOLITAN UNIVERSITY

STUDENT FUNERAL POLICY

1. PREAMBLE

It is an accepted principle that “death” means different things to different cultural groups. In the event of the death of one of the university students, funerals tend to take the form of cultural practices. The relevance of this cultural aspect is that NMMU is a multi-cultural institution and as such is committed to the promotion of a multi-cultural approach in all its undertakings.

2. Principles that should guide our approach are:

- 2.1 Recognition and promotion of multi-culturalism
- 2.2 Showing compassion and the spirit of Ubuntu
- 2.3 Where possible, official representation of the University at student funeral services
- 2.4 Use of University resources for memorial services, attendance of funeral services, etc.

3. Policy and procedures in regard to student funeral matters must be co-ordinated by the Division of Student Affairs – Campus principal for George and Missionvale.

4. The Department of Marketing and Corporate Relations will continue with their role of informing the NMMU and sending a message of condolence to the family on behalf of the University.

5. The Senior Manager: Student Governance and Development, in consultation with the SRC, will make the necessary arrangements

- 5.1 for a memorial service on campus where appropriate
- 5.2 where possible, official representation of the University at student funeral services

6. Transport to the funeral:

Costs for attending the funeral services shall be negotiated with the Senior Manager: Student Development and Governance. Any negotiated amount shall not exceed:

6.1.1 **Local Area (Within a radius of 60 km)**

The university will subsidise university approved transport to the funeral to a maximum of 15 representatives. Should more students wish to attend the funeral, then they shall be required to contribute financially towards expenses.

6.1.2 **Regional Area (Maximum of 500 kilometres)**

The university will subsidise transport to the maximum of 500 kilometres, and to the maximum of 10 students. Should more students wish to attend the funeral, then they shall be required to contribute financially towards expenses.

6.1.3 *Within the borders of the Republic of South Africa*

Taking into account financial implications, and where possible, at least one SRC representative of the university should attend the funeral. Should more students wish to attend the funeral, then they shall be required to contribute financially towards expenses.

7. It should be properly understood that attending funeral services is done on cultural/compassionate grounds and is not part of the core business of the University.
8. All financial contributions will be made from the total Council allocation for Student Services.

23 August 2007

Prepared by L Nduvane
Edited by K Elliott/lb/
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