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| Policy | #3-08 |
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| Administrator Responsible: | Executive Vice President Academic & COO |

PRESIDENT’S AWARD

POLICY STATEMENT

Each award period the president will recognize students who have demonstrated the highest academic achievement.

PURPOSE STATEMENT

The purpose of this policy is to provide criteria and guidelines for the President’s Award.

PRINCIPLES

1. Students who have achieved the highest standing within the defined award categories shall be recognized with a President’s Award.
2. Two (2) awards will be presented in categories where excellence is determined by Grade Point Average (GPA) and Award Grade Method.

Definitions:

Award Grade Method

Award Grade Method is used for programs in which course performance is assessed on a direct pass/fail assessment or written testing or mandatory practical components that require mastery for successful completion.

Award Period

The Award Period is defined as the twelve (12) months following May 1 of the year preceding the one in which the award is made.

Awards Committee

Faculty and/or staff from each school/department who set award grade criteria and recommend students to the dean to be recognized on the Deans' Honour Roll when using the Award Grade Method.

GUIDELINES:

1. Awards

1.1 Certificate Programs Award

Certificate programs are an academic program credential that are of at least (4) months in length. Students eligible for this award will have studied full-time, as defined by the program area.

One (1) award is designated for programs that use GPA with a minimum average of 3.67 and one (1) award is designated for programs that use Award Grade Method with a minimum average of 90% to recognize excellence.

1.2 Diploma Programs Award

Diploma programs are post-secondary education programs that are one (1) or two (2) years in length. Students eligible for this award will have studied full-time as defined by the program.

One (1) award is designated for programs that use GPA with a minimum average of 3.67 and one (1) award is designated for programs that use Award Grade Method with minimum average of 90% over the entire final year of the program to recognize excellence.

1.3 Adult Basic Education Program Award

This award will be given to a student who has achieved a major academic accomplishment during the award period. Nominations will be made by faculty with the final recommendation being made by the appropriate dean.

1.4 English Language Program Award

This award will be given to a student who has achieved a major academic accomplishment during the award period. Nominations will be made by faculty with the final recommendation being made by the appropriate dean.

1.5 University Studies Award

Students will have studied full-time, defined for purposes of this policy as completion of a minimum of twenty-four credits, over two consecutive academic terms during the award period in order to be eligible for the President's Award for Academic Excellence. This award will be given to the student who achieves the highest academic standing, with a GPA minimum average of 3.67. Students registered in university studies are eligible for this award.

1.6 Bachelor Degree Programs Award

Completion of a Bachelor Degree program is required in order to be eligible for the President's Award. Students eligible for this award will have studied full-time, as defined by the program area.

One (1) award is designated for programs that use GPA with a minimum average of 3.67 and one (1) award is designated for programs that use Award Grade Method with a minimum average of 90% over the entire final two years of their program to recognize excellence.

2. Criteria

Schools/departments using the Award Grade Method will have an Awards Committee that will set out and provide the criteria to their respective dean for final approval.

Cross Reference:

Policy #3-21 Deans' Honour Roll

APPENDIX A PROCEDURES

1. SELECTING CANDIDATES

- 1.1 In the Fall of each new academic year the registrar will set timelines that support the process for selection of the President's Award candidates.
- 1.2 The Office of the Registrar is responsible for providing student GPA information to the deans.
- 1.3 Award Grade Method criteria and procedures for each school/department will be maintained by the dean.

2. DECISION MAKING PROCESS

- 2.1 Using the criteria set out in this policy, the Awards Committee will determine award candidates and provide recommendations to the dean.
- 2.2 The dean will review and provide recommendations to the Office of the Registrar.
- 2.3 The registrar is responsible for coordinating all recommendations from the deans in each award category to present to the Senior Education Team.
- 2.4 The Senior Education Team will choose the award candidates for each category. Selections will be presented to the President for final approval.

3. NOTIFICATION

Students honoured shall be individually presented with a letter of achievement and congratulations from the President.

The President's Award will normally be presented at graduation ceremonies once per year.