



POLICY AND PROCEDURE STATEMENT

SUBJECT: Student Excellence in Academic Achievement and Dean's Honour List	CATEGORY: Student Services	NO. 1216
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PREAMBLE

The Saskatchewan Polytechnic learning environment fosters and commends academic excellence. The purpose of this policy is to identify the mechanisms and academic standards for officially recognizing students who qualify for a dean's honour list and/or achieve excellence in academic standing in Saskatchewan Polytechnic credentialed programs.

POLICY

Saskatchewan Polytechnic will recognize academic performance for students who achieve high academic standing. The institution will recognize high academic performance through two mechanisms: *Dean's Honour List* and *Excellence in Student Academic Achievement*.

Saskatchewan Polytechnic will acknowledge student excellence by recognition on a *Dean's Honour List* for credentialed programs and Adult 12. The Dean's Honour List will be determined and recognized at the

- completion of each semester in diploma and degree programs, or
- program completion for Adult 12, certificate, applied certificate, advanced certificate and post graduate certificate programs.

Excellence in Student Academic Achievement will be recognized at the end of the program for students who graduate with distinction or great distinction from all credentialed Saskatchewan Polytechnic programs.

This policy does not apply to students who receive recognition from the Saskatchewan Apprenticeship and Trade Certification Commission.

Approved by: President and CEO	Sponsored by: Provost & Vice-President, Academic	Current Issue Date: June 3, 2015	Page 1 of 3 #1216
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PROCEDURES

1.0 Dean's Honour List

1.1 General Eligibility

To be eligible for the Dean's Honour List all students must:

- be enrolled in a Saskatchewan Polytechnic certificate, applied certificate, diploma, advanced certificate, degree, post graduate certificate base program or Adult 12 program. (See *Program/Course Completion Credentials 114* policy for definitions for each credential),
- maintain good academic standing with no record of academic misconduct or non-academic misconduct while in the program; for non-academic misconduct, eligibility will be determined by the Dean
- have no outstanding financial obligation to the institution and student association, and
- maintain a minimum course load in their program as follows:
 - Students enrolled in a full- or part-time base program must carry at least 60% of a full course load each semester.
 - Students with a verified disability who carry a 40% or greater course load because of the disability are eligible for the Dean's Honour List.
 - Students in Adult 12 must complete a minimum of four courses in the program.

1.2 Degrees and Diplomas Eligibility Criteria

- The Dean's Honour List will be established each semester for students enrolled in diploma and degree base programs to officially recognize excellence in achievement.
- To be eligible for the Dean's Honour List in any semester, the student must maintain a term Grade Point Average (GPA) of 85% or higher for that term. (See *Grading System and Student Promotion 1208* policy for grade point averages definitions and their calculations).
- While field placements and clinical education courses are not included in a GPA calculation, students must also pass field placements or clinical practice education courses for the term being recognized.

1.3 Certificates and Adult 12 Eligibility Criteria

- Students registered in certificate, applied certificate, advanced certificate, post graduate certificate base programs or Adult 12 will be eligible for recognition on the Dean's Honour List upon completion of the full program.
- To be eligible to be named to the Dean's Honour List, the student must maintain a cumulative Grade Point Average (GPA) of 85% or higher in the program.

1.4 Acknowledgement

- A personal letter of recognition and commendation will be sent from the program dean to each student who qualifies for the Dean's Honour List at the end of the semester or program, as applicable.
- Saskatchewan Polytechnic will recognize each recipient through publication on the website and a virtual wall of recognition.

Approved by: President and CEO	Sponsored by: Provost & Vice-President, Academic	Current Issue Date: June 3, 2015	Page 2 of 3 #1216
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2.0 Excellence in Student Academic Achievement for Graduation

- 2.1 Students who graduate from a Saskatchewan Polytechnic credentialed program with a cumulative GPA of 90 to 100 percent will be recognized **with great distinction**.
- 2.2 Students who graduate from a Saskatchewan Polytechnic credentialed program with a cumulative GPA of 85 to 89.99 percent will be recognized **with distinction**.
- 2.3 Recognition of excellence in student academic achievement will be noted on students' transcripts and on official graduation credentials. Students will also receive a personal letter of recognition and commendation from the dean.

RELATED POLICIES/DOCUMENTS

Grading System and Student Promotion policy 1208
Program/Course Completion Credentials policy 114
Reasonable Accommodation policy 712-G
Academic Progress policy 1202
Student Conduct policy 1211

AMENDMENT HISTORY

- 1. Original issue date: June 3, 2015
- 2. Scheduled review date: June 2020

Approved by: President and CEO	Sponsored by: Provost & Vice-President, Academic	Current Issue Date: June 3, 2015	Page 3 of 3 #1216
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