



POLICY NUMBER	ED 3-4
AUTHORITY	SENATE
PRIMARY CONTACT	APPROPRIATE DEAN OR REGISTRAR

POLICY

The University believes that the recognition of high student academic achievement warrants acknowledgement. In order to achieve this, the University may use the notations of Dean's List and Graduation with Distinction on student transcripts.

REGULATIONS

I. DEAN'S LIST

The University may recognize eligible students who earn superior grades in a semester/study term as "Dean's List" students.

1. For the purpose of the Dean's List, eligible students are defined as:
 - a. those students in programs that follow the Undergraduate Academic/Career/Developmental or the Faculty of Law grading systems, who enroll in and successfully complete at least 80% of a full course load (60% for students with a recognized disability which prevents them from studying at an 80% course load) in their primary program level during a semester, or
 - b. those students in programs that follow the Vocational grading system who enroll in and successfully complete 80% of a full course load (60% for students with a recognized disability which prevents them from studying at an 80% course load), as defined by the program, during the study term.
2. For the purpose of the Dean's List, full-time students with superior grades are defined as those who, at the time of adjudication, have at least a 3.50 GPA. Furthermore, no more than 20% of students enrolled in a program can be on the Dean's List. In non-semesterized programs, students who enroll and successfully complete 80% of a full course load (60% for students with a recognized disability which prevents them from studying at an 80% course load), and who meet appropriate performance standards, may be identified by the Dean as Dean's List students. Individual Faculties/Schools may exceed these standards and define "superior grades" more stringently.

3. Dean's List students will be sent congratulatory letters by their respective Deans and will have the notation "Dean's List" posted on their transcripts at the end of each semester/study term in which they have met the relevant performance standard.

II. **GRADUATION WITH DISTINCTION**

The University may recognize students who complete certificate, diploma, and degree programs with high academic performance as having earned Graduation with Distinction.

1. For the purposes of Graduation with Distinction, students with high academic performance are defined as those who, at the time of adjudication, rank in the top 20% of their graduating class. For graduation classes of fewer than ten, high academic performance is defined as students who are in the top 20% where the comparison is done against the graduated/ing students in the credential over the past five years. No student will receive a Graduation with Distinction designation should they have a GPA below 3.50.
2. It is the responsibility of the respective Dean, in consultation with relevant Chairs, to identify the top 20% students and to notify the Registrar's Office of qualifying students.
3. Students receiving the designation Graduation with Distinction will have the notation "Graduation with Distinction" posted on their transcripts at the end of the respective program record.