DEAN'S LIST

Introduction

Undergraduates who achieve an outstanding overall result in the course of an academic year can have their names included in the Deans' List. This is an award for academic excellence, promoted by the Deans of a University, and an honour which will also appear on a student's University transcript.

The Faculty of Applied Sciences encourages excellence in scholarship and gives official recognition to undergraduate students whose academic achievements are outstanding in any given academic year. Any student who meets all the following conditions and obtains a credit-weighted annual grade point average of 3.70 or above for the academic year will be recorded on the Deans' List. The award will be made annually and the Dean's List citation will appear on the transcript.

Criteria

To qualify and be placed on the Dean's List, students must meet the following minimum requirements:

- Be enrolled as a full time undergraduate for an approved Degree program at the Faculty of Applied Sciences.
- Be enrolled for course modules amounting to at least 30 credits (*the minimum prescribed for an academic year*) during the academic year.
- Earn a minimum of 30 letter-grade credits with
  No grade lower than "C"
  No failure grades or Incompletes in the qualifying academic year.
- Reach a minimum annual GPA of 3.70 in the qualifying academic year.
- Be not on academic warning or probation or subject to any disciplinary action.

The following shall also be applicable in respect of the selection criteria.

- Calculation of Annual GPA:
  All the course modules, excluding the non-credit modules, a student is registered for in an academic year shall be taken into account in calculating the annual GPA.

- Failure grades:
  Non-eligibility for a module shall be considered as a failure grade.

- Incompletes:
  Students with incomplete grades due to medical reasons or other reasons acceptable to the Faculty board will be evaluated after the incomplete grades are upgraded.

- Disciplinary action:
  A student who is found to have violated the Code of Student Conduct, Laws, by-laws or regulations of the University or who has received a suspension or greater punishment for a violation of the Code of Conduct will not be eligible for Dean's List in any academic year.

  If the finding occurs after selections have been made, the student's name will be removed from all the Dean's Lists, the Dean's List citation will be removed from the transcript and any letters /certificates issued will be withdrawn.

- Leave of absence:
  Students who have to take a period of leave of absence for medical or personal reasons will retain their eligibility provided they satisfy the above criteria within the completion time stipulated by the Faculty for the academic year that has been interrupted.

- Graduate students:
  Graduate students are not eligible for Dean's List.

Selection Process & the Award

- Calculation of grades and selection of students for the Dean's list will take place over the following academic year, once the second semester results are released.
- On the recommendation of the Dean/ Faculty of Applied Sciences and on the approval by the Faculty Board, any student who is eligible under above criteria will be placed on the Deans' List.
- On graduation, students who were in the Dean's List will be issued with a certificate from the Dean.
- Notation of Dean's List standing will be made on the grade report and on the official transcript.
- Further recognition may be granted at graduation/convocation for students who were in the Dean's List for more than one academic year.