KPU | KWANTLEN POLYTECHNIC UNIVERSITY

AR5 Dean's Honour Roll Procedure

Category: AR (Admissions and Registration)
Effective Date: September 1, 2024
Approving Jurisdiction: Senate
Administrative Responsibility: Provost and Vice President Academic

A. Definitions

1. **Academic Levels:** KPU offers four levels of academic programming: preparatory, vocational, undergraduate and graduate.

2. **Grade Point Average (GPA):** A weighted average calculated by multiplying the grade points for a course by the number of semester credit hours assigned to that course, adding those values for a set of courses, and dividing the result by the total number of semester credit hours for those courses. A separate GPA is calculated for each academic level that includes only courses designated at that academic level. The transcript will reflect each level separately if appropriate.

3. **Term Grade Point Average (TGPA):** The GPA calculated for all courses taken in a specific term.

B. Procedures

1. **Eligibility**

   1.1. A student enrolled in Senate-approved undergraduate programming who meets all of the following criteria will be placed on the Dean's Honour Roll at the end of each term:

      1.1.1. The student has obtained a TGPA of 3.67 or higher for the term being evaluated, and

      1.1.2. The student has completed a minimum of six (6) semester credit hours within the term.

2. **Evaluation and Recognition**

   2.1. The Office of the Registrar will evaluate a student's eligibility for placement on the Dean's Honour Roll at the end of each term after all grades are submitted,

and will forward to each Dean (or designate) the names of students who are placed on the Dean's Honour Roll.

2.2. Each student placed on the Dean's Honour Roll will receive a letter of commendation from their Dean (or designate).

2.3. The official transcript of a student placed on the Dean's Honour Roll will include the phrase "Dean's Honour Roll" following the entry for each enrolment period in which this distinction was earned.

C. Related Policies

AR5 Dean's Honour Roll Policy

IM8 Privacy Policy