

Policy Title: Recognition of Academic Excellence

Policy ID: 2-209

Approved by: Executive Director of Academic Excellence

Executive(s) Responsible: Vice President Academic, Vice President Administration

Administrator(s) Responsible: Registrar

Revision Date: July 5th, 2024

Effective Date: July 11th

Next Review Date: July 2025

Background and Scope

Students who demonstrate outstanding academic achievement deserve recognition for their efforts. Recording the issuance of these awards officially on issued credentials provides students verifiable documentation which they can use after graduation in pursuit of employment or further study. Trebas Institute (The College hereafter) recognizes the need for a transparent and robust approach to determining and issuing awards for academic achievement.

This policy applies to all staff at The College involved in the issuance of academic awards. More specifically, this policy and associated procedure concern the activities of the registrar.

Definitions:

Academic Excellence: A term for outstanding or exceptional performance in a course of study. In this context this term is most used to refer to students who consistently earn high grades in their courses

Grade Average: A numerical value represented as a percentage calculated by adding the decimal representation of all course grades together and then dividing by the number of courses taken and then multiplying by 100.

Purpose of the Policy

This policy outlines any academic awards issued by The College and clarifies their internal logic for the sake of transparency and accountability.

Policy Statements

1. The College must issue an academic award to the top performing students within a graduating cohort.
2. Students who earn a grade average of 92% or higher upon completion of their program of study are awarded with a recognition of this achievement.
 - 2.1. The threshold of 92% represents a conversion of a 3.7/4.0 grade point average. This threshold was chosen as a common benchmark for high academic performance in postsecondary education.
3. The award for academic performance at The College appears on a student’s diploma as “Excellence in Academic Performance Award”
 - 3.1. The registrar’s office is responsible for overseeing the issuance and recording of awards for academic performance on student diplomas.
 - 3.2. Students must be in good financial standing with no outstanding sanctions, academic or otherwise, before academic awards are recorded on their diploma.
4. Academic awards should be issued at or before the time of credential conferral to ensure students have access to this documentation when pursuing employment or further education upon graduation.
5. New or modified academic awards may be developed but must be added to this policy during its next review.

Related Legislation

- Ontario Career Colleges Act, 2005

Document History

Date	Approval/Review/Key Change(s)
2024/07/05	Jesse Genereux