

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE
BOARD OF GOVERNORS
SCP-4233**

SUBJECT: The Dean's List of Students; Graduation with Honors Status

REFERENCE: None

ORIGINATION: July 1, 1985

EFFECTIVE: March 16, 2016

REVIEWED: September 2015

SECTION 1. PURPOSE

- 1.1 The purpose of this policy is to establish and communicate grade point average criteria for recognition of student achievement and placement on the Dean's List and/or graduation with honors.

SECTION 2. SCOPE AND APPLICABILITY

- 2.1 All students registered for academic credit-based courses.

SECTION 3. DEFINITIONS

- 3.1 Dean's List – a formal recognition of student academic achievement at the conclusion of the Fall and Spring academic term.
- 3.2 Honors – a formal recognition of student academic achievement at the time of graduation.

SECTION 4. POLICY

- 4.1 A student who earns a minimum grade point average of 3.25 while attempting and completing twelve (12) or more credit hours during the Fall and Spring academic term shall be placed on the Dean's List for that academic term and shall be recognized in writing by the Vice President for Academic Affairs and Student Services.
- 4.2 Students completing requirements for an associate degree or certificate degree program with a minimum of 3.40 cumulative grade point average, which include transfer credit, are eligible to graduate with honors.
- 4.3 Courses in the less than 100 level series are not used in the calculation of the graduation grade point average.
- 4.4 Students graduating with honors shall be recognized during the commencement ceremony.

SECTION 5. BACKGROUND OR EXCLUSIONS

- 5.1 None.

SECTION 6. GENERAL PROVISIONS

6.1 None.

SECTION 7. RESPONSIBILITIES

- 7.1 At the conclusion of the Fall and Spring academic term, the Registrar updates the student’s academic standing which identifies the Dean’s List recipients.
- 7.2 The Office of the Vice President for Academic Affairs and Student Services is responsible for the dissemination of the Dean’s List.
- 7.3 The Registrar’s office shall prepare a list of eligible honor graduates.

SECTION 8. CANCELLATION

8.1 None.

SECTION 9. REVIEW STATEMENT

9.1 This policy shall be reviewed on a regular basis with a time frame for review to be determined by the President or the President’s designee. Upon such review, the President or President’s designee may recommend to the Board that the policy be amended or repealed.

SECTION 10. SIGNATURES

Board of Governors Chair	Date
President	Date

Attachments: None.

Distribution: Board of Governors (12 members)
www.southernwv.edu

Revision Notes: December 2010 – Policy was reformatted to new SCP format. Revisions provide clarity and changes in responsibilities and procedures.

September 2015 – Revisions reflect the addition of definitions, clarification in the language, as well as updates regarding the responsibilities and procedures of the policy.