POLICIES & PROCEDURES FOR EMPLOYEES

Policy Title: Academic Honors
Responsible Division: Student Services
Date Approved: October 2001

1. **President’s List**
   a. Only full-time students are considered. (A full-time student is defined as a student in a curriculum program and enrolled in a minimum of 12 semester hours at the end of the term).
   b. The student is to have a minimum 3.85 grade point ratio (GPA) to qualify for the semester under consideration.
   c. Unresolved I, and F grades will automatically eliminate a student from this list for that particular semester. Credit for a course by examination or transfer does not affect eligibility.
   d. Developmental courses do not count toward the 12 semester hours or the GPA.

2. **Dean’s List**
   a. Only full-time students are considered. (A full-time student is defined as a student enrolled in a curriculum program and enrolled in a minimum of 12 semester hours at the end of the term).
   b. The student is to have a 3.50 - 3.85 quality point ratio to qualify for the term under consideration.
c. Unresolved I, and F grades will automatically eliminate a student from this list for that particular semester. Credit for a course by examination or transfer does not affect eligibility.

d. Developmental courses do not count toward the 12 semester hours or the GPA.

3. Honors

a. During the final week of the semester, the Registrar will rank the candidates for Associate Degrees or Diplomas according to their program cumulative grade point average for the previous semesters of work. Each cumulative GPA shall be rounded to two decimal places.

b. Each candidate with a cumulative GPA from 3.95 to 4.00 shall graduate summa cum laude.

c. Each candidate with a cumulative GPA from 3.90 to 3.94 shall graduate magna cum laude.

d. Each candidate with a cumulative GPA from 3.85 to 3.89 shall graduate cum laude.