

---

**TITLE: STUDENT ACADEMIC HONORS AND RECOGNITION**

**POLICY NO: 1-23**

**EFFECTIVE DATE: 10/01/90**

**VCCS POLICY NO: N/A**

**REVISED DATE: 05/10/16**

I. Purpose:

To describe college policy with regard to honoring and recognizing a student's academic performance.

II. Definitions:

N/A

III. Policy:

Both curricular and non-curricular students are eligible for academic honors at J. Sargeant Reynolds Community College (Reynolds). Listed below are the criteria established for each award. Only the highest applicable honor shall be awarded.

Students who earn grades of incomplete ("I") will not be eligible to earn academic honors. If a student qualifies to receive an academic honor once any "I" grades are changed, he/she shall be awarded the honor at that time.

A. President's Honor Roll

Awarded to a curricular or non-curricular student who has successfully

1. earned a cumulative GPA of 3.8 or higher;
2. earned a semester GPA of 3.5 or higher;
3. carried at least six (6) non-developmental credit hours for the semester;
4. earned twenty (20) or more credit hours at Reynolds;
5. earned no grades of D, F, I, or U for the semester; or
6. earned no more than one (1) W for the semester.

B. Dean's List

Awarded to a curricular or non-curricular student who has successfully

1. earned a semester GPA of 3.2 or higher;
2. carried at least six (6) non-developmental credit hours for the semester;
3. earned no grades of D, F, I, or U for the semester; or
4. earned no more than one (1) W for the semester.

**TITLE: STUDENT ACADEMIC HONORS AND RECOGNITION**

**POLICY NO: 1-23**

**EFFECTIVE DATE: 10/01/90**

**VCCS POLICY NO: N/A**

**REVISED DATE: 05/10/16**

IV. Procedures:

1. The Office of Student Affairs will generate mailing lists of all students who qualify for the President's Honor Roll and the Dean's List for each semester and summer session.
2. The vice president of student affairs, or designee, will provide a list to the Office of the President of those students who qualify for the President's Honor Roll at the beginning of each term.
3. The president, or designee, will prepare and mail a letter of congratulations and a certificate to students who qualify for the President's Honor Roll no later than thirty (30) days after the completion of the semester or summer session.
4. The vice president of student affairs, or designee, will prepare and mail a letter of congratulations and a certificate to students who qualify for the Dean's List no later than thirty (30) days after the completion of the semester or summer session. This letter is to be jointly signed by the vice presidents of academic affairs and student affairs.

V. Other Information:

N/A