

GOVERNOR GENERAL'S ACADEMIC GOLD MEDAL TERMS OF REFERENCE

DESCRIPTION:

The Governor General's Academic Gold Medal was established to recognize the most outstanding academic performance of a graduate student.

AWARD VALUE:

This is an annual award of a Gold Medal presented at the Spring Convocation Ceremony.

NOMINEE ELIGIBILITY:

The pool of applicants is to be all graduate students who have a thesis or exhibition¹ deemed meritorious² by the Examining Committee, and who apply for graduation at the Spring Convocation, and graduates of the previous Fall Convocation.

PROCEDURES:

1. The Manager of Graduate Scholarships and Awards will compile a list of all those that were deemed meritorious and send to each Academic Unit's³ Graduate Coordinator. Each student's supervisor will then receive notification that his/her student is eligible for the award.
2. Each academic unit may nominate **one most outstanding student in their program** to the Faculty of Graduate Studies and Research Scholarship and Awards Committee, c/o Manager of Graduate Scholarships and Awards, Faculty of Graduate Studies and Research. Should the Academic Unit deem that no eligible student is meritorious of this award, the Academic Unit should inform FGSR.
3. The nomination package must be received no later than April 30th or as established by the Faculty of Graduate Studies and Research of each year.
4. The Manager of Graduate Scholarships and Awards will forward the following to the Scholarship and Awards Committee for its review:
 - a. Nomination package
 - b. External Examiner's Report
 - c. Unofficial Transcript or Advising Report by Term

¹ Exhibition is used here as a term encompassing all other formal defenses requiring an external examiner and arranged through the office of the Faculty of Graduate Studies and Research.

² This will be determined by the Examining Committee at the completion of the defense, and will be posed as a question – Is the submitted academic work and defense deemed meritorious of an Academic Award?

³ Academic Unit shall be defined as any area at the University of Regina that offers a graduate program.

NOMINATION CRITERIA:

ALL nominations should be based on recognition of outstanding performance in the graduate program and should include information on the following:

- quality of the thesis/exhibition;
- external examiner's report (quality of thesis);
- quality of the defense;
- course work;
- CGPA;
- publications and presentations deriving directly from the research done for the thesis/exhibition;
- awards received;
- other relevant activities and documents, e.g., support letter from the supervisor(s);
- time to completion may also be considered;
- special circumstances may also be considered. These may include, but are not limited to students who have been part-time throughout their program; explanation of any FGSR approved leaves of absences.

NOMINATION PACKAGE:

Each academic unit will forward the following information to the Faculty of Graduate Studies and Research for consideration by the Scholarship and Awards Committee:

- A letter from the Graduate Co-ordinator or designate, detailing the rationale for the nomination (two page typed letter – 11 pt. font size with ¾ inch margins on all sides, and on letterhead). It is preferred that the nomination letter address each of the nomination criteria in a separate section of the letter.
 - Summary & Lay Person Abstract of thesis or exhibition - A one-page document including lay-person abstract and summary to be completed and signed by the student. The summary part of the document should highlight the key points outlined in the award requirements and the focus should be on activities undertaken during graduate years.
- Additional letters or documents will not be considered.

SELECTION:

In making its determination the Scholarship and Awards Committee will take into consideration:

- The Nomination Package, as outlined above
- External Examiner's Report
- Transcripts

The Scholarship and Awards Committee will recommend to the Dean's Office, FGSR, which in turn will recommend to Executive of Council, the name of **one** individual to receive the Medal at that year's Spring Convocation. The recipient's name is then reported to FGSR Faculty Council for information only.