

<b>ALGONQUIN COLLEGE DIRECTIVE</b>	<b>NO. OF PAGES</b> 2	<b>DIRECTIVE NO.</b> E18
	<b>ORIGINATOR</b> Registrar	
	<b>APPROVED BY</b> President's Executive Committee	
<b>TITLE</b> <b>SCHOLARSHIPS, PRIZES, AWARDS</b>	<b>EFFECTIVE DATE</b> 2008.06.25	<b>REPLACES</b> 2008.02.21

### **PREAMBLE**

Through the administration of a program of scholarships, prizes, and awards, the College, on an annual basis, recognizes excellence and achievement in its students.

### **POLICY**

1. A scholarship, prize, or award, in the form of money, plaques, books, medals, etc. is awarded in recognition of achievement of academic performance.
2. A bursary is an award whose main criterion is demonstrable financial need. Academic performance, program residency, extracurricular activity, and participation may be factors in selecting a recipient of a bursary, but financial need is paramount.
3. Bursaries are solicited and administered by the Financial Aid Office, while scholarships, prizes, and awards are handled by the Schools/Institutes and the appropriate Academic Department.
4. Selection of recipients is based on a methodology that reflects the College approved criteria of the donor.
5. The recipients of scholarships, prizes, and awards are publicly recognized.

### **PROCEDURES, ROLES AND RESPONSIBILITIES**

1. Donor-Based Awards
  - 1.1 The College recognizes students' achievement at the level of program or program cluster through the administration of scholarships, prizes and awards donated from the private sector.
  - 1.2 Recipients of donor-based awards are generally selected by Academic Departments according to criteria established by the donor and acceptable to the College.

1.3 Annual ceremonies/events within each School/Institute recognize recipients and acknowledge the donors.

1.4 Listings of scholarships, prizes and awards are available within each School/Institute.

2. School/Institute Awards of Excellence

2.1 The College recognizes student achievement and excellence in each School/Institute through an award whose criteria reflect the values inherent in the School/Institute’s curricula and objectives.

2.2 The criteria for selection are to be relevant to the School/Institute curricula, with eligibility open to all students in that School/Institute.

2.3 Selection methodology is to be formal and documented by the School/Institute.

2.4 The medium of the award itself may be any combination of certificate, medal and/or monetary award.

2.5 The School/Institute Awards will be presented formally at the annual Convocation Ceremonies.

3. College Awards

3.1 The College recognizes excellence, achievement, and contribution at a College-wide level through a number of awards whose criteria reflect the educational values of the institution.

3.2 The criteria for College Awards ensure all graduating students in the College are eligible for consideration.

3.3 The College Awards are presented at the annual Convocation Ceremonies.

**RELATED DIRECTIVES**

Bursaries - E28  
Glossary of Terms

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*(original signed by)*  
Vice President  
Student Services and Business Development

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Vice President  
Academic