

### **Eligibility and Selection Criteria for Inclusion in the Dean's List**

Since Semester One 2010/11, CPCE has introduced a Dean's List of outstanding students for each semester <sup>(Note 1)</sup>. This will be done about one month after the finalisation of students' results. The Dean's List aims to motivate students to excel in their studies, and to highlight the outstanding students as an example for their fellow classmates.

A student will be eligible for being considered for inclusion on the Dean's List for a semester if:

- He/She is a registered full-time or a part-time student of programmes <sup>(Note 2)</sup> leading to PolyU-HKCC or PolyU-SPEED awards, or a graduate in the semester concerned; **and**
- He/She attains a Semester GPA at 3.5 or above <sup>(Note 3)</sup>, and ranks among the top 5% <sup>(Note 4-5)</sup> of all registered students in the programme in the semester concerned; **and**
- He/She has fulfilled at least 80% of the normal load of credits <sup>(Note 6)</sup> for the semester concerned (i.e. at least 12 credits for full-time students and at least 6 credits for part-time students).

The following categories of students shall NOT be included in the Dean's List:

- Students who have been found guilty in a disciplinary action case
- Students who have been convicted of a criminal offence

### ***Recognition of Students***

Students who have successfully earned a place on the Dean's List will receive a Certificate of Honour. The Dean's List will be announced at the CPCE website.

#### Notes:

1. Excluding the Summer Term.
2. Programmes offered in different modes of study will be considered as different programmes.
3. Students with identical Semester GPA will be included even if the total number of awardees exceeds 5% of the total number of students registered in a programme.
4. The number of awardees will be rounded up in calculation. For example, if there are 62 students registered in a programme, 5% will be equivalent to 3.1 students, and 4 students will be listed.
5. Results obtained after the finalisation of results for each semester will not be included for consideration for Dean's List recognition.
6. Credit transfer will not be included in the calculation of the 80% of the normal load.