
Student Awards Policy

Policy Sponsor:	Office of the Registrar
Policy Contact:	Coordinator, Student Awards and Financial Aid
Policy Number:	144
Effective Date:	April 28, 2010
Approval Group:	Athabasca University Academic Council
Approval Date:	April 28, 2010, Motion # 223-3
Review Date:	April, 2015
Procedures:	Student Awards Procedures (144a)

Purpose

This policy provides institutional direction for the Athabasca University (AU) Student Awards Program.

Definitions

Award	A generic term that describes an item of monetary or other value that may be presented to a person or persons based upon specific criteria and administered by the Student Awards Unit.
Award by nomination	A monetary award, usually based solely on academic excellence. Students are nominated for the award and are notified if they are the successful recipient.
Award year	A period of twelve months over which the University schedules and administers its annual awards. The award year matches the University's fiscal year (April 1 to March 31).



Bursary	A monetary award allocated to a student on the basis of proven financial need. Bursaries may include other qualifying criteria such as academic performance and community/leadership contributions.
Donor	A person or organization that makes a contribution to the University.
External Award	This is an award where funds are received from an external source for a specific award in a specific year (funds are received and disbursed) or an award that is managed by an external organization.
Full course load	Defined as two credits per month at the undergraduate level and as one credit per month at the graduate level. Undergraduates with disabilities who have been identified as full time with reduced course load, qualify for full course load at 1.5 credits per month.
Good-standing	A term describing an AU student who is in full compliance with AU's student policies on academic and non-academic conduct and who is not under penalty for academic or non-academic misconduct.
Internal AU Award	This is an award where the award funds are managed by Athabasca University through base budget, endowments, and donations.
Leadership award	An award based on satisfactory (GPA of 3.00 or better) or superior (GPA of 3.60 or better) academic achievement as well as a demonstrated commitment to community or leadership skills within one or several spheres of society.
Medal	The Governor General of Canada's Academic Gold and Silver Medals, awarded on the basis on superior academic achievement.
Prize	An award given to a student for a specific type of accomplishment (e.g., the highest score on an essay) related to a course or set of courses. The award can be monetary or an object, such as a book.
Scholarship	An award given to a student based on superior academic achievement (GPA of 3.60 or better) in a course, a combination of courses or a program. Scholarships may be based solely on academic performance or on a combination of academic achievement and additional criteria, other than financial need.
Student Award Committee (SAC)	A standing committee of the Athabasca University Academic Council
Student Awards and Financial Aid (SAFA)	A unit within the Office of the Registrar that administers all internal awards created through the Student Awards Committee
Year of Program Study	A year of program study is defined as 30 earned credits:



- 1 – 30 credits = first year
- 31 – 60 credits = second year
- 61 – 90 credits = third year
- 91 – 120 credits = fourth year

Policy Statements

Athabasca University offers a variety of awards, scholarships, bursaries, prizes and medals to recognize academic achievement, student leadership and other qualities or criteria, as well as to provide support to students to the maximum amount approved by AU each fiscal year.

1. Responsibility for rules, regulations and policies pertaining to the Athabasca University Student Awards Program is assigned to the SAC.
2. Each award will have a title, funding source, description, an annual value and a determinate number of awards to be disbursed.
3. Each award will have a nomination or application process.
4. Each award will have specified eligibility and selection criteria.
5. Award eligibility and selection criteria will not include any condition defined as discriminatory under the Canadian Charter of Rights and Freedoms or the Alberta Human Rights, Citizenship and Multiculturalism Act except when the award or the condition, at the time of establishment, can be reasonably viewed as intended for the benefit of the members of a disadvantaged group. An award accepted under this provision will be reviewed each year by the SAC (and donor, if applicable) to determine whether the restriction can be dispensed with as a result of the position of disadvantage having been eliminated.
6. Each award will have a procedure, approved by the SAC (and donor, if applicable) for determining candidate eligibility and recipient selection.
7. Each award will have a selection committee.
8. No person may sit on a selection committee responsible for selecting recipients for an award for which the selection committee member is one or more of the following:
 - The donor
 - An applicant
 - A nominee
 - A friend of an applicant or nominee
 - A co-worker of an applicant or nominee
 - Has a supervisory relationship with an applicant or nominee
 - Is a family member or relative of an applicant or nominee
 - Is an individual who resides at the same address of an applicant or nominee



9. The total value of awards available for disbursement each fiscal year will be guided by the Endowment Management Policy, the Investment Policy, the AU Donation Acceptance Policy, and the AU Budget Process.
10. Candidates for awards must be in good academic standing.
11. The student awards database will contain the official record of award recipients for each award year.
12. Award Maximums
 - 12.1 Undergraduate Awards

The maximum amount of internal AU awards that any one student may hold in any given academic calendar year should be equal to the fee for four, three-credit courses for out-of-province students except when the award value is higher. External Awards are not counted in this total.
 - 12.2 Graduate Awards

The maximum amount of internal AU awards that any one student may hold in any given academic calendar year should be equal to the fee for three, three-credit courses for out-of-province students of the program in which the students is enrolled except when the award value is higher. External awards are not counted in this total.

Applicable Legislation and Regulations

Athabasca University has the right to create rules and regulations regarding student awards as per section 26(1)(m) of *the Alberta Post-Secondary Learning Act*.
Canadian Charter of Rights and Freedoms
Alberta Human Rights, Citizenship and Multiculturalism Act

Related References, Policies, Procedures and Forms

[Student Awards Procedures](#)
[Undergraduate Honours List Policy](#)
[Undergraduate Honours List Procedures](#)
[Endowment Management Policy](#)
[Investment Policy](#)
[Athabasca University Donation Acceptance Policy](#)
[Student Awards Homepage](#)

History

Athabasca University Academic Council, April 27, 2010, Motion # 223-3 (approved)