1. POLICY OBJECTIVE
   The purpose of this policy is to provide guidance for the administration and co-ordination of the Student of the Year Award.

2. POLICY SCOPE
   This policy applies to eligible students of Medicine Hat College (MHC).

3. PRINCIPLES
   3.1. Award Qualifications
      (a) To qualify for this award, nominees must have earned a minimum Grade Point Average (GPA) of 3.5 in both the Fall and Winter terms of the academic year and qualify as a full-time student as per MHC’s Academic Regulations.
      (b) Preference will be given to students carrying a full load as defined by their program of studies.
      (c) In addition to outstanding academic achievement, nominees must have made a significant contribution to the social, cultural or recreational life of MHC.
      (d) Community contributions will also be considered.

   3.2. Nomination Process
      (a) Any employee of the College may nominate a student for this award.
      (b) Students who are nominated but not selected will receive a letter from the President acknowledging their achievement.
      (c) The selected student will be honoured at the annual Convocation and Awards Ceremony.
3.3. Selection Committee
(a) The Student of the Year Selection Committee shall consist of:
- The President;
- The Vice President, Academic;
- The Associate Vice President, Student Development;
- The Registrar;
- One (1) student;
- Two (2) faculty members.
(b) Each student and faculty member should represent a different division of the College.

4. RESPONSIBILITIES
Registrar’s Office: is responsible for calling for nominations and organizing the selection process.
College Employees: are responsible for nominating students for the award.

ORIGINAL COPY SIGNED

Denise Henning
President and CEO
Date: 17 March 2016

Irlanda Price
Associate Vice-President, Student Development
Date: 17 March 2016

DOCUMENT HISTORY
March 2016: Revised policy approved