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Parent Policy: [Awards and Bursaries for Students Policy](#)

Awards for Undergraduate Students Procedure

Office of Administrative Responsibility:	Office of the Registrar
Approver:	Provost and Vice-President (Academic)
Scope:	Compliance with University policy extends to all members of the University community.

Purpose

To provide procedural information about the undergraduate student awards program at the University of Alberta.

PROCEDURE

1. TYPES OF AWARDS

The University offers a variety of awards to undergraduate students, including **scholarships, prizes, and University medals**. Scholarships, prizes and University medals, which have as their primary criterion **superior academic achievement**, are considered the most prestigious awards for students within the University. Awards that do not meet the definitions for scholarships, prizes or University medals are known simply as **general awards** and have as their primary criterion **satisfactory academic standing**.

2. COURSE LOAD REQUIREMENTS

All **awards** established by the University, with the exception of prizes and unless otherwise specified by the **terms of reference**, will normally be available to all meritorious students who have completed a **full normal course load**, as determined by their Faculty, over the most recent September-August period. Students on a cooperative studies portion of their program will be considered for awards when they have completed a full normal course load. Faculties have the option of allowing students who are enrolled in less than a full normal course load for other reasons including, but not limited to, field schools and work experience to be nominated for awards when they have accumulated a full normal course load. Faculties will work with the Student Awards Office to track these students.

3. UNDERGRADUATE AWARD ADMINISTRATION

Unless otherwise stated in the terms of any award, undergraduate awards administered by Student Financial Support are tenable only at the University of Alberta. Where an award is listed in a particular Faculty, it is generally tenable only in that Faculty (except course prizes, which are open to any student registered in that course).

Normally, all monetary awards are payable only when students are in actual **full-time attendance** at the University in the term during which funds are dispersed. Awards that are offered prior to the commencement of or within a Fall Term will be divided evenly between the Fall Term and the Winter Term. If the student returns for one term of study or to part-time studies, the award value will normally be pro-rated.

Awards given at the time of a student's graduation will be paid out in full following convocation..

4. MAJOR AWARDS

In order that funds may be broadly distributed, an undergraduate student may hold only one University of

Alberta **major award** per category (leadership, academics, athletics, fine arts) in any one year. Total value of other awards received by students through any other competition(s) may also be taken into consideration in open award competitions.

5. EXTERNAL AWARDS

Student Financial Support may, at its discretion, publicize awards available to University of Alberta students from sources outside the University.

6. TERMS OF REFERENCE

For awards already approved, where terms of reference for specific awards contradict the regulations provided in this procedure, the terms of reference will supersede these regulations.

7. TRANSCRIPTS

Only awards based on superior academic achievement, which have been approved by the GFC Undergraduate Awards and Scholarship Committee and are administered through Student Financial Support will be listed on the academic transcript of an undergraduate student.

DEFINITIONS

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [▲Top](#)

Scholarships	A scholarship is an award given to a student on the basis of overall superior academic achievement in a Faculty, Department, or degree program. Secondary selection criteria may also be used. A degree program may mean a full multi-year degree program within a Faculty or Department, or may mean one or more specific years within a full multi-year degree program.
Prizes	A prize is an award given to a student on the basis of superior academic achievement in a course or specific set of courses in a Faculty, Department, or in some other subdivision of a Faculty. Additional non-academic secondary selection criteria may also be used.
University Medals	A University medal, as described in the University Medal Requirements Procedure, is given to a student on the basis of overall superior academic achievement. Additional selection criteria will not normally be used.
Superior Academic Achievement	<p>Superior Academic Achievement will normally mean either of the following:</p> <ul style="list-style-type: none"> i. overall GPA of 3.5 (first class standing) or higher in the University or; ii. standing in the upper 10% of comparable students in a Faculty, School, Department or other subdivision of a Faculty. <p>Superior Academic Achievement for entrance scholarships will normally mean a minimum average of 80% on marks used at the time of assessment.</p>
General Awards	Those awards that do not meet the definitions for scholarships, prizes,

	or University medals and have as their primary criterion satisfactory academic standing.
Satisfactory Academic Standing	<p>Satisfactory academic standing in a Faculty means satisfactory as defined within the <i>University Calendar</i> by the Faculty in question. If no such definition has been made by the Faculty, satisfactory academic standing means being eligible to continue in or graduate from the program in which the student is registered exclusive of those students allowed to continue on a probationary basis.</p> <p>For entrance awards, a student will be deemed to have achieved satisfactory academic standing provided he or she has been granted admission to a program of study at the University of Alberta.</p>
Awards	<p>Awards are items of monetary and/or other value given to a student or students by the University of Alberta primarily on the basis of academic standing and completion of requirements outlined in the award description or terms of reference. Specific kinds of awards include scholarships, prizes, University medals, and general awards.</p> <p>As many awards are competitive, successful completion of the requirements does not guarantee receipt of the award.</p>
Terms of Reference	The Terms of Reference of an award or bursary provide all relevant information regarding how the award or bursary will be dispersed, including the financial terms, the selection and eligibility criteria, and any other information pertinent to the administration of the award or bursary.
Full Normal Course Load	A full normal course load is that which is prescribed by the Faculty concerned and advertised in the <i>University Calendar</i> to be taken by the student during each academic year in order to complete the degree program within the announced period of time. Where more than one Faculty is involved, the definition of a full normal course load will be established by UASC.
Full-Time Attendance	Full-time attendance means full-time attendance as defined within the <i>University Calendar</i> .
Major Award	A Major Award, as defined by the GFC Undergraduate Awards and Scholarship Committee, is any award with a value equal or greater to the full course load tuition and any related differential fees charged to a student within a given academic year.

FORMS

There are no forms for this Procedure. [\[▲Top\]](#)

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U of A Policies and Procedures On-Line (UAPPOL)

[Discrimination and Harassment Policy and Procedures and the University of Alberta Reasonable Accommodation Policy \(University of Alberta, GFC Policy Manual Section 44\)](#) (University of Alberta)

[Student Financial Support](#) (University of Alberta)

[Undergraduate Awards and Scholarship Committee](#) (University of Alberta)