

University Medals Policy

Section 1 - Overview

- (1) The University of New England awards University Medals to Bachelor with Honours graduates at each graduation ceremony for outstanding academic achievement and excellence by a graduate or graduates within a specific graduating course cohort.
- (2) University Medals are not competitive. More than one award of a University Medal may be made if more than one graduate in a cohort meets the eligibility criteria for a medal.
- (3) This policy outlines the basis for awarding of University Medals and must be read in conjunction with the University Medals Selection Procedures which supports this policy.

Section 2 - Scope

- (4) This policy applies to Bachelor with Honours graduates of the University and applies from the date of publication.

Section 3 - Policy

Eligibility

- (5) The eligibility criteria for nomination for a University Medal are not prescribed in detail as each Honours course program is individually structured.
- (6) The following broad eligibility guidelines apply:
- a. the nominee should have an outstanding academic record over the period of candidature of the Honours program - 'topping the First Class Honours list' is insufficient in itself;
 - b. an academic record that includes a less than outstanding performance in a Pass Bachelor degree but an outstanding performance in the Honours year, may be a ground to decline eligibility for a University Medal where it is believed that the full scope of Bachelor candidature is a decisive factor for eligibility; and
 - c. the nominee's overall academic performance should be at a level significantly above the minimum required of a First Class Honours graduate.
- (7) Schools may determine more specific eligibility criteria for nomination of a University Medal for a Bachelor with Honours course or suite of courses. For the BSc(Hons) and the BA(Hons), the relevant Honours Coordinators/School Teaching and Learning Committee, will determine specific eligibility criteria for these awards. The Academic Board must be notified of more specific eligibility criteria.

Graduation Ceremony

- (8) The Chancellor's Doctoral Research Medal, the University Medal and The Edgar H. Booth Memorial Prize and Medal are the only academic merit awards presented at graduation.

Appeals

(9) The University Medal is a discretionary award by the University for outstanding academic merit. Appeals against selection for a University Medal shall not be heard although the right of the [NSW Ombudsman](#) to investigate maladministration of this process is acknowledged.

Responsibilities

(10) Academic staff are responsible for becoming familiar and complying with this policy and the related procedures.

(11) The Head of School is responsible for:

- a. ensuring that staff within their School observe and comply with this policy and the related procedures; and
- b. ensuring compliance with this policy and related procedures within their School.

(12) The Executive Principal Education Futures is responsible for:

- a. advising relevant Schools and Directorates on complying with and implementing this policy and the related procedures; and
- b. monitoring implementation of this policy and procedures by the relevant Schools and Directorates.

Policy Administration

Application

(13) In the event of a conflict between this policy and any School rule, policy or practice, this policy shall take precedence.

Authorities

(14) Substantive amendments or revisions of this policy must be approved by Academic Board.

Quality Assurance

(15) The Executive Principal Education Futures will monitor the effectiveness of this policy and its related procedures and ensure their relevance and currency by:

- a. benchmarking the University's standards with those adopted elsewhere in the tertiary sector, and
- b. the monitoring of information available from the review of records relating to the implementation of this policy and its related procedures.

Status and Details

Status	Historic
Effective Date	6th September 2016
Review Date	31st October 2021
Approval Authority	Academic Board
Approval Date	6th September 2016
Expiry Date	20th December 2022
Unit Head	Suzanne Crew Executive Principal Education Futures
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Glossary Terms and Definitions

"School" - Is an organisational unit comprising academic staff in related fields of study who are responsible for teaching and research in those academic fields together with support staff. Each School also has lead management for the design and delivery of the courses within its responsibility.