

CONVOCATION AWARDS AND MEDALS CRITERIA AND GUIDELINES

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Governor General’s Gold Medal

University Medal for Excellence in an All-Course Master’s Program

University Medal for Excellence in a Thesis-Based Master’s Program

1. The recipients of the Governor General’s Gold Medal, the University Medal for Excellence in an All-Course Master’s Program, and the University Medal for Excellence in a Thesis-Based Master’s Program will be chosen by the Associate Vice-President (Academic) and Dean of Graduate Studies on the recommendation of the Awards and Medals Committee of the School of Graduate Studies.
2. The Governor General’s Gold Medal will normally be awarded to a Ph.D. candidate. If no suitable Ph.D. candidate is nominated, the Governor General’s Gold Medal may be awarded to a suitably qualified Master’s candidate.
3. The Awards and Medals Committee will normally meet in May of each year and will make a recommendation to the Associate Vice-President (Academic) and Dean of Graduate Studies. The awards need not be made if there are no suitable candidates.
4. The Awards and Medals Committee will consider only candidates nominated by the Deans and Directors of Faculties and Schools of Memorial University of Newfoundland.
5. Each Faculty and School may nominate one candidate for each award. The selection of the candidate will be made internally by the Faculty or School and the selection procedures used will be determined entirely by the particular Faculty or School.

6. Nominations made by the Faculties and Schools to the Awards and Medals Committee are normally to be received no later than the 30th of April in the year in which the award is to be made.
7. To be eligible for nomination by a Faculty or School, candidates must have completed all requirements for the degree, have been approved by Senate for the conferring of the degree and be eligible to graduate at the Spring Convocation or have graduated at the previous Fall Convocation.
8. Candidates whose degree requirements are not met in time for nomination by the appropriate Faculty or School may be nominated for the next Spring Convocation.
9. Nomination of candidates by the Faculties or Schools to the Associate Vice-President (Academic) and Dean of Graduate Studies must be made by letter and include the following:
 - a. A description of the program and, more particularly, of what is considered in defining high achievement, e.g. the relative importance of courses/thesis/oral defence/internship, etc.
 - b. The candidate's graduate transcript, his/her ranking in each graduate course completed and overall ranking in the program.
 - c. The candidate's ranking relative to other graduates of the program during the last five years.
 - d. Where appropriate:
 - i. a description of the nature of the thesis research work and its significance;
 - ii. copies of thesis examiners' reports;
 - iii. peer-reviewed papers published and/or submitted during the program;
 - iv. other papers and presentations expected from or produced during the program;
 - v. a summary of progress during internship or other training in addition to courses and/or thesis;
 - vi. other awards and honors obtained; and
 - vii. dates of duration of the program and part-time/full-time status.

1998/10/15

Checklist of material required for nominations for Governor General’s Gold Medal and the University Medal for Excellence in Graduate Studies. **Please return this checklist with your nomination.**

	Yes	No	N/A
a. Program description			
b. Graduate transcript			
c. Ranking in graduate courses			
d. Overall Ranking			
e. Ranking relative to the last five years			
f. Description and significance of thesis work			
g. Summary of thesis examiners’ reports			
h. Peer-reviewed papers published and/or submitted			
i. Other papers and presentations			
j. Other awards and honours obtained			
k. Internship (or other relevant training) report			
l. Duration of the program and part/full-time status			

The Chancellor's Graduate Award and The Fry Family Foundation Graduate Leadership Award

1. The awarding of *The Chancellor's Graduate Award* and *The Fry Family Foundation Graduate Leadership Award* will be approved by the President of the University on the recommendation from the Associate Vice-President (Academic) and Dean of Graduate Studies, in consultation with the Associate Vice-President (Academic) Students.
2. This prestigious leadership recognition award will be presented during Spring Convocation to a graduate student **“who has demonstrated the greatest leadership contribution to graduate student life and other areas of the community during his or her university years.”**
3. The recipient of *The Chancellor's Graduate Award* will also receive *The Fry Family Foundation Graduate Leadership Award*, valued at \$10,000, in recognition of their contribution to student life at Memorial University. This award recognizes the student who **“has assumed a variety of leadership responsibilities in various positions and who has made a significant contribution to the betterment of their community.”**
4. To be eligible for nomination, the candidate must have completed all requirements for the degree, have been approved by Senate for the conferring of the degree, and be eligible to graduate at the Spring Convocation or have graduated at the previous Fall Convocation.
5. Candidates whose degree requirements are not met in time for nomination, may be nominated for the next Spring Convocation.
6. Nominations are normally received by the School of Graduate Studies no later than April 26th in the year in which the award is to be made.
7. Nominations of candidates to the Associate Vice-President (Academic) and Dean of Graduate Studies must be made by letter demonstrating active leadership, interest, and involvement in student life while attending Memorial University. Nominations must also include the applicant's current Curriculum Vita or outline of his/her involvement in student life, two letters of support outlining the nominee's leadership contributions and responsibilities, and the significance of their contributions during their university years.