Notification

Sub: Adamas University Policy for Selection of Students for Dean's List

The undersigned is directed to convey that Adamas University Policy for Selection of Students for Dean's List, is notified and attached as under.

This is issued with approval of Competent Authority.

Dr. Sanjay Mishra
Registrar

To,

- All students of Adamas University
- All staff of Adamas University

Copy to,

1. Hon'ble Chancellor
2. Hon'ble Vice Chancellor
3. Pro-Vice Chancellor (s)
4. Office of the Chancellor
5. All Deans
6. President & Business Head, Chancellor Cell
7. President, Administration
8. CFO
9. Director-HR
10. Controller of Examination
11. All Directors
12. All HODs
13. Chief Technology Officer
14. Deputy Librarian
15. Assistant Registrar (Academics)
16. Accounts Officer
17. Office File

Adamas University Policy on Selection of Students for Dean's List

Version	Approved by	Approval date	Effective date	Next full review
1.1	Vice-Chancellor			

		Policy Statement	
	Purpose	Adamas University in its journey toward excellence intends to provide adequate challenge to the brightest students, and proposes to institutionalize the academic award, or distinction. The Dean's List has traditionally been a prestigious honour for students to strive during their academic tenures because it demonstrates a commitment to academic excellence and the ability to rise to the workload, however heavy it might be.	
	Scope	This policy applies to students of UG, PG, Diploma and other certificate programme. It is an internal accolade of AU to inspire students to strive for Educational Excellence incessantly throughout their tenure.	
	Policy Provisions		

1. Eligibility to be Nominated in Dean's List

As necessary pre-qualifications for the above award or distinction, students have to fulfil the following:

a. He/she must have completed during the Semester all the graded course credits in full-time capacity, and in a single attempt.
   - Single attempt means 1st official attempt. No consideration will be given to students who complete the course credit in next attempt due to a valid reason for absence in 1st attempt for the batch (whether permitted or not permitted).

b. He/she must have attained a Semester Grade Point Average (SGPA) of at least 8.5 / 10.0 (without rounding up) with no failing grade.

c. He/she must maintain a minimum cumulative grade point average of 8.0/10.0 throughout enrolment without any failing grade.

d. He/she should not have violated any of the covenants of the Student Code of Conduct, and should not have any disciplinary case against him/her.

(This implies that top 5% of students within the school based on individual program-level performances in the various departments each semester will be selected for the Dean's list. This will be purely on grade point averages attained by students in each department at Diploma, UG and PG levels)

2. Timing of Selection

a. Dean's List will be prepared at the end of every Semester, but excluding the Special Terms, by the Office of Registrar with information received from the Examinations Department.

b. Students with incomplete grades will be evaluated after it is made up. The student must have qualified for the Dean's List before and after the Incomplete grade was made up.

3. Rewards for being a part of Dean's list:

a. Students may be permitted to take additional courses without additional charge, if any, during one semester of the academic year following that distinction (as free optional electives)

b. Students may get invitation to University Special Events or may be sponsored by the University for attending some outside events like seminars, conferences, etc.

c. Students included in the list will receive a certificate and a commendation letter from the Dean.

d. Students may get preferential treatment in issuance of books, or provision of special carrels in the library.

e. Letters of Appreciation to parents/guardians from the Mentor/HoD/Dean.

Revision History				
Version	Approved by	Approval date	Effective date	Sections modified
1.1				

Dr. Sanjay Mishra
Registrar