



Context and Purpose

The University recognises the academic excellence of students by making awards of medals, letters of commendation, and merit awards. The purpose of these procedures is to set out the selection criteria and administrative processes associated with these awards.

The awards for academic excellence covered in these procedures are for eligible students in coursework programs.

Responsibility

Director: Student and Academic Services

Procedure

A. University of South Australia Medal

1. The University of South Australia Medal will be awarded annually to graduands with outstanding performance in a bachelor or bachelor honours degree program in accordance with the following criteria:
 - a. For bachelor degrees, including professional honours degrees:
 - i. have completed the academic requirements of a bachelor program, and
 - ii. were enrolled at UniSA for at least 72 units of that program, and
 - iii. have achieved a program GPA in the top 0.5% of graduands that year within the Academic Unit to which the program belongs, and
 - iv. have achieved a program GPA of 6.25 or greater.
 - b. For 1-year honours degrees:
 - i. have completed the academic requirements of a 1-year honours degree program, and
 - ii. were enrolled at the University for the entire 36 units of the program, and
 - iii. have achieved a program GPA in the top 2% of 1-year honours degree graduands that year within the University
 - iv. have achieved a program GPA of 6.25 or greater.
2. In determining the top 0.5% in each Academic Unit and top 2% in the University, rounding up to the next highest integer will apply.
3. Recipients for University Medals will be identified by Student and Academic Services following the results deadline for the final study period in an academic year. All students who have completed their program at any time within that academic year will be eligible for consideration. Students whose results are not finalised by that date will be considered in the subsequent academic year.

4. University Medal recipients will be listed in UniSA's graduation ceremony booklets.
5. University Medals will be presented at UniSA graduation ceremonies as determined by Student and Academic Services.
6. The student's academic transcripts and Australian Higher Education Graduation Statement (AHEGS) will record receipt of a University Medal.

B. Chancellor's Letters of Commendation

7. The Chancellor's Letters of Commendation will be awarded annually to students with outstanding academic performance in a bachelor program who:
 - a. are enrolled in a bachelor program, including bachelor honours degree programs, and
 - b. have completed at least 36 units towards that program, and
 - c. have completed a minimum 18 units towards that program at UniSA in the year of awarding (or 9 units in the case of students with a disability), and
 - d. have obtained a cumulative program GPA that places the student in the top 5% of undergraduate students in each Academic Unit in the year of awarding.
8. The Chancellor's Letters of Commendation will be awarded annually to students with outstanding academic performance in a postgraduate coursework program who:
 - a. are enrolled in a Graduate Certificate, Graduate Diploma, or Masters by coursework program; and
 - b. have completed at least 50% of that program in the case of a Graduate Diploma or Masters by coursework students, or 100% of that program in the case of Graduate Certificate students, and
 - c. for students enrolled in a Graduate Diploma or Masters by Coursework program, have completed at least a 50% study load in the year of awarding (or 25% in the case of students with a disability), and
 - d. have obtained a cumulative program GPA that places the student in the top 5% of postgraduate coursework students in each Academic Unit in the year of awarding.
9. Recipients will receive a Letter of Commendation from the Chancellor.
10. Students who receive a Chancellor's Letter of Commendation are not eligible to receive a University Merit Award in the same year.
11. The student's academic transcripts and AHEGS will record each Chancellor's Letter of Commendation.

C. University Merit Awards

12. The University Merit Award will be awarded annually to students with excellent academic performance in a bachelor program who:
 - a. are enrolled in a bachelor, including bachelor honours degree programs, and
 - b. have completed at least 36 units towards that program, and
 - c. have completed a minimum of 18 units towards that program at UniSA within the year of awarding (or 9 units in the case of students with a disability), and

- d. have obtained a cumulative program GPA that places the student in the top 15% of undergraduate students in each Academic Unit in the year of awarding (but excluding the top 5%).
13. The University Merit Award will be awarded annually to students with excellent academic performance in a postgraduate coursework program who:
- a. are enrolled in a Graduate Certificate, Graduate Diploma, or Masters by coursework program; and
 - b. have completed at least 50% of that program in the case of a Graduate Diploma or Masters by coursework students, or 100% of that program in the case of Graduate Certificate students, and
 - c. for students enrolled in a Graduate Diploma or Masters by Coursework program, have completed at least a 50% study load in the year of awarding (or 25% in the case of students with a disability), and
 - d. have obtained a cumulative program GPA that places the student in the top 15% of postgraduate coursework students in each Academic Unit in the year of awarding (but excluding the top 5%).
14. Recipients will receive a letter of recognition from the relevant Executive Dean.
15. The student's academic transcript and AHEGS will record each University Merit Award.
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Related Documentation:

[Bachelor Honours Degree Programs](#)

[Coursework Scholarships, Grants and Prizes Policy](#)

[Coursework Scholarships, Grants and Prizes Procedures](#)

Officer Responsible for Update and Review: Director: Student and Academic Services

Approved by: Academic Board

Commencement Date: 24 February 2021

Review Date: February 2024

History: This procedure supersedes: A-50.7 Coursework Scholarships and Prizes