Policy No: ACA-POL-0045
Policy Title: Graduation Honors for Graduate Programs
Date of Issuance: AY 2015-2016
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Office of Origin: Office of the Vice-President for Academic Affairs (VPAA)
Office of the Dean, Graduate School
"Supersedes" Notification: ACA-POL-0020 Honors and Awards Policy
Purpose of Policy: This policy spells out the criteria for the award of graduation honors to the candidates for graduate degrees.

Detailed Policy Statement:
1. Candidates for graduation should obtain the following required General Weighted Average (GWA) for the corresponding honor computed according the specified grade distribution:

<table>
<thead>
<tr>
<th>GWA</th>
<th>Grade Equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summa Cum Laude</td>
<td>98% and above</td>
</tr>
<tr>
<td>Magna Cum Laude</td>
<td>95% - 97.99%</td>
</tr>
<tr>
<td>Cum Laude</td>
<td>90% - 94.99%</td>
</tr>
<tr>
<td>92% - 94% for DBA</td>
<td></td>
</tr>
</tbody>
</table>

2. The distribution of the grades is based on the following criteria:
   40% - Thesis/Dissertation Manuscript
   30% - Oral Defense and
   30% - Academic Performance

3. Candidate must finish the course according to the number of years indicated in the program of studies.
4. The student must be enrolled for a minimum load of 6 units every term.
5. The student must not obtain a grade below 88% (1.5) for Masters and 92% (1.25) for Doctoral in any subject.
6. The student must pass the comprehensive examination during the first take with a grade of at least 85%.
7. The student has not incurred an INCOMPLETE grade in any subject.
8. The student has no record of AUTHORIZED WITHDRAWAL (AW) and / or UNAUTHORIZED WITHDRAWAL (UW) in any subject.
9. The student must be within the required residency period and
10. must not have been subjected to any disciplinary action in and off campus.

Applicability: Applicable to Graduate School students only
Policy Approval Authority: Vice-President for Academic Affairs
Related Policies or References:
   Graduation Policy (ACA-POL-0017)
   Grading System Policy (ACA-POL-0013)
   Student handbook

Definition: Semestral grade – the weighted average grade of a student in all courses in a given term.
General average – the weighted average grade of a student in all academic courses during the student’s entire stay in the Colegio.

Prepared by: Planning and Development Office
Approved by: Rev. Fr. Clarence Victor C. Marquez, O.P.

Date Approved: 