



Policy AC017: Dean's List

Recommended for Approval by:

A blue ink signature of Dr. Scott E. Miller.

Dr. Scott E. Miller, VP for Academic Affairs and Provost,
Pennsylvania Western University

Approved by:

A blue ink signature of Dr. Dale-Elizabeth Pehrsson.

Dr. Dale-Elizabeth Pehrsson, President,
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Effective Date: 07/01/2022

A. Intent

To specify criteria for awarding Dean's List recognition to undergraduate students.

B. Definition(s)

Not Applicable.

C. Policy

The Dean's List will only be determined and awarded during the fall and spring semesters.

Degree-seeking undergraduate students who achieve high academic standards will be identified for placement on the Dean's List in accordance with the following criteria.

- The student must earn a minimum semester GPA of 3.40.
- The student must earn a minimum of 12 graded credits during the semester, not including credits by proficiency examinations, incomplete grades, temporary grades (e.g., Not Reported), or satisfactory/unsatisfactory grades.

If a student has an incomplete or temporary grade in a given semester, once that grade is changed to a letter grade, the Office of the Registrar will re-evaluate the student's qualification for Dean's List for the semester in which the student earned the incomplete or temporary grade. If the student qualifies based on the criteria above, then the Dean's List honor will be awarded retroactively for that semester and recorded on the student's official transcript.

D. Procedure(s)

Not Applicable.

E. Related policies

Grading Policy (AC019)

F. Contact Information

For additional information, please contact the Office of the Registrar.

G. Policy Review Schedule

All policies will be reviewed every two years or on an as needed basis if a change in BOG, PASSHE or Pennsylvania law would create the need for an immediate change.