

# TALLAHASSEE COMMUNITY COLLEGE ADMINISTRATIVE PROCEDURES

<b>TITLE:</b> Honors and Merit Recognition	<b>NUMBER:</b> 10-19AP
<b>AUTHORITY:</b> Florida Statute: 1001.64; 1001.65 Florida Administrative Code:	<b>SEE ALSO:</b> • <a href="#">Board Policy 10-19: Honors and Merit Recognition</a>
<b>UPDATED:</b> 02/25/2014	

Honors and merit recognition is term driven, not cumulative.

Each semester, system programming is employed to identify students who meet the requirements of honors or merit recognition. Transcript notations are made on the transcripts of students earning honors recognition (e.g., honors, dean's list, and president's list). Transcriptions are not made on the transcripts of students earning merit recognition. A system generated report is used to send correspondence to students identified as having earned honors or merit recognition. Correspondences are sent out according to the following schedule:

- Fall semester recognition – Mid-January
- Spring semester recognition – Late May
- Summer semester recognition – Late August/Early September

## A. HONORS RECOGNITION

Students who enroll in and complete at least six (6) credit hours of college-level courses (not including developmental courses) in a term, who achieve a 3.0-3.49 GPA, and who complete all college credit hours attempted are eligible for honors recognition for that term. Honors recognition is noted on the official TCC transcript and students are notified via official institutional correspondence.

Students who enroll in and complete at least six (6) credit hours of college-level courses (not including developmental courses) in a term, who achieve a 3.50-3.99 GPA, and who complete all college credit hours attempted are eligible for Dean's List recognition for that term. Dean's List recognition is noted on the official TCC transcript and students are notified via official institutional correspondence.

Students who enroll in and complete a minimum of at least six (6) credit hours of college-level courses (not including developmental courses) in a term, who achieve a 4.0 GPA, and who

complete all college credit hours attempted are eligible for President's List recognition for that term. President's List recognition is noted on the official TCC transcript and students are notified via official institutional correspondence.

Only courses that earn quality points can be used to determine eligibility. If courses graded on a Satisfactory/Unsatisfactory basis are taken in addition to those carrying quality points, grades of "S" must be earned. Withdrawals and/or the removal of an "Incomplete" will not be used in determining eligibility for honors recognition.

## **B. MERIT RECOGNITION**

Students who enroll in developmental education courses, who enroll in a minimum of at least six (6) hours in a term (may include college-level courses), and who complete all coursework attempted are eligible for merit recognition. Students who achieve a 3.0-3.99 GPA will be eligible for Merit Recognition; Students who achieve a 4.0 GPA will be eligible for the Presidential Merit Recognition.

**Merit recognition is not noted on the official TCC transcript and students are notified via official institutional correspondence.**

Only courses that earn quality points can be used to determine eligibility. If courses graded on a Satisfactory/Unsatisfactory basis are taken in addition to those carrying quality points, grades of "S" must be earned. Withdrawals and/or the removal of an "Incomplete" will not be used in determining eligibility for merit recognition.