POLICY Board of Trustees - Montgomery College **59000**

Chapter: Academic Affairs Modification No. 001

Subject: **Academic Excellence Awards**

I. The Board of Trustees is committed to recognizing students' exceptional academic achievements through the establishment of Board of Trustees Awards and by authorizing the College president to establish additional Presidential Awards.

II. The criteria for these awards shall include academic excellence but may include additional criteria including but not limited to evidence of leadership and civic engagement.

III. The Board of Trustees authorizes the president to establish any procedures necessary to implement this policy.

Effective Date: November 17, 2025.

PROCEDURE - Montgomery College **59000CP**

Chapter: Academic Affairs Modification No. 002

Subject: **Academic Excellence Awards**

I. Montgomery College is committed to recognizing exceptional student academic achievement with the following awards:

A. Board of Trustees Academic Excellence Award
B. Board of Trustees Apprenticeship Academic Excellence Award
C. Presidential Academic Excellence Award
D. Presidential Academic Excellence in an Industry Credential Award

II. Academic excellence awards are designed to recognize outstanding academic achievement across all the College's units.

A. Board of Trustees Academic Excellence Award: there shall be up to one awardee a year, with the possibility of one runner-up, from each of the following units[1]:

1. Social Sciences, Education, English, Humanities, and the Visual, Performing, and Media Arts.

2. Science, Technology, Engineering, Mathematics (STEM), and Health Sciences.

3. Business, Economics, Accounting, Computer Applications, Hospitality Management, and Paralegal Studies.

4. Applied Technologies and the Gudelsky Institute for Technical Education.

B. Board of Trustees Apprenticeship Academic Excellence Award: there shall be up to one awardee a year, with the possibility of one runner-up, from any of the College's apprenticeship programs.

C. Presidential Academic Excellence Awards: there shall be up to one awardee a year, with the possibility of one runner-up, from each of the following units[1]:

1. Social Sciences, Education, English, Humanities, and the Visual, Performing and Media Arts.

2. Science, Technology, Engineering, Mathematics (STEM) and Health Sciences.

3. Business, Economics, Accounting, Computer Applications, Hospitality Management, and Paralegal Studies.

4. Applied Technologies and the Gudelsky Institute for Technical Education.

[1] Students in the General Studies program will be considered part of the unit that best corresponds to their declared area of focus.

D. Presidential Academic Excellence in an Industry Credential Award: there shall be up to one awardee a year, with the possibility of one runner-up, from any of the College's industry-recognized credentials.

III. Eligibility Criteria

A. Board of Trustees Academic Excellence Award

1. Minimum cumulative grade point average of 3.8 for courses taken at Montgomery College at the time of nomination.

2. Evidence of outstanding leadership in and/or service to the College and/or community.

3. Candidates for nomination must be eligible to participate in commencement ceremonies.

4. This must be the candidate's first undergraduate degree.

5. Eligible students must have completed an associate's degree in the summer terms or fall semester or have completed 45 credit hours with final degree requirements in progress during the spring semester.

6. At least 50% of the earned credit hours must have been completed at Montgomery College.

7. Must be willing to attend commencement and to serve as a commencement speaker, if asked to do so.

B. Board of Trustees Apprenticeship Academic Excellence Award

1. Minimum cumulative GPA of 3.8 for courses taken at Montgomery College at the time of nomination.

2. Demonstrated positive impact through leadership, service, or contributions to the College, apprenticeship program, workplace, or broader community.

3. Candidates for nomination must be eligible to participate in commencement ceremonies.

4. Eligible students must have completed all the apprenticeship program courses in the summer terms or fall semester or have completed the majority with final requirements in progress during the spring semester.

5. At least 50% of credential courses must have been completed at Montgomery College.

6. Must be willing to attend commencement and to serve as a commencement speaker, if asked to do so.

C. Presidential Academic Excellence Award

1. Minimum cumulative GPA of 3.5 for courses taken at Montgomery College at the time of nomination.

2. Evidence of outstanding leadership in and/or service to the College and/or community.

3. Eligible students must have completed at least 50% of the credits required for their declared program of study.

4. Must not have previously received the Presidential Academic Excellence Award, although prior recipients remain eligible for the Board of Trustees Academic Excellence Award.

D. Presidential Academic Excellence in an Industry Credential Award

1. Minimum cumulative GPA of 3.5 for courses taken at Montgomery College at the time of nomination.

2. Demonstrated positive impact through leadership, service, or contributions to the College, apprenticeship program, workplace, or broader community.

3. Eligible students must have completed 50% of the required industry-recognized credential program[2] courses at Montgomery College.

4. Must not have previously been awarded the Presidential Academic Excellence in an Industry Credential Award.

IV. Nomination Process

A. The call for nominations will be issued in February by email from the Office of the Senior Vice President for Academic Affairs/College Provost. The call shall specify:

1. The eligibility requirements for each award.

2. The required content of nominations, which may include, but are not limited to, grade reports, letters of recommendation, an essay, and/or other evidence of the nominee's educational experience and community service.

3. The recipient and method of submission for each nomination.

4. The deadline for submission.

[2] A list of programs that result in industry certification or credentialing is maintained by Academic Affairs.

B. Students will be notified via their College email of their qualification for the Board of Trustees Academic Excellence Award or the Board of Trustees Apprenticeship Academic Excellence Award and invited to self-nominate.

C. Students may be nominated for the Presidential Academic Excellence or Presidential Academic Excellence in an Industry Credential Award by faculty, staff, and fellow students. Self-nominations are not permitted.

V. Selection Process

A. The Senior Vice President for Academic Affairs/College Provost, or their designee, will appoint a collegewide nomination panel for each academic unit which shall consist of faculty and staff reflecting a broad representation of disciplines and should include staff, faculty, and/or program sponsors from industry-recognized credential programs.

B. The nomination panels shall review the nomination materials and academic records for all nominees and, as appropriate to the award, conduct interviews with those they identify as finalists in March.

C. The nomination panels will submit no more than three recommended students per award to the vice presidents in Academic Affairs who shall review and submit a final recommendation for their unit to Senior Vice President for Academic Affairs/ College Provost in early April.

D. In the event that an additional nominee for any award should be recognized, the Senior Vice President for Academic Affairs/College Provost may recommend a runner-up award for that student.

E. Should the designated awardee in an academic unit fail to maintain the GPA requirements and/or, when relevant, fail to complete graduation requirements, the Senior Vice President for Academic Affairs/College Provost will be notified by the College Registrar and asked to name an awardee from the other students recommended by the nomination panel.

F. Final selections for all awards are reviewed and approved by the Senior Vice President for Academic Affairs/College Provost in consultation with Academic Affairs leadership.

G. Awardees, runners-up, and finalists will be informed by the end of April.

VI. Recognition

A. Board of Trustees Awardees will receive a certificate and monetary award and will be recognized at both a Board event and at commencement ceremonies Runner-ups will receive a certificate and a monetary award.

B. Presidential Awardees will receive a certificate, monetary award, and recognition at an award ceremony at the end of the academic year. Runner-ups will receive a certificate, a monetary award and recognition at an award ceremony at the end of the academic year.

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Administrative Approval: November 21, 2025; September 19, 2026.