

Academic Medals

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1. Definitions

Name	Description
Dean	An executive leader of a School of the University appointed by the Vice-Chancellor and includes the Director WAAPA.
Double Degree	An award based on the concurrent study of two undergraduate courses.
School	An academic organisational unit of the University including WAAPA but not including the Graduate Research School.
Grading Schema 1	Defined in the University Rules: Admission, Enrolment and Academic Progress Rules, Rule 22 Assessment
Weighted Average Mark (WAM)	<p>The calculation of a student's Weighted Average Mark uses the following:</p> <ol style="list-style-type: none"> 1. Credit Points: the number of credit points ascribed to all units enrolled in by the student in the relevant semester or course. 2. Numeric Mark Value: This is the numeric mark recorded as the assessment outcome for each unit a student has studied. Units assessed without a numeric mark value will not be included in the calculation. 3. WAM Weighting Value: This is a value assigned to a unit to 'weight' different level units. Unless otherwise stated, the weighted value for all units will be 1.00. <p>The WAM is calculated using the following formula:</p> <p>Sum of (Credit Point x Mark x Weighting) Divided by Sum of (Credit Points x Weighting)</p>
AGS	Academic Governance and Standards

2. Purpose and Scope

This procedure defines the processes for the administration and awarding of:

- School Medal (SM);
- University Medal (UM);
- School Research Medal (SRM); and
- University Research Medal (URM).

3. Procedures

3.1. Eligibility – University Medal (UM) and School Medals (SM)

3.1.1. University Responsibilities

Students eligible for nomination for UM or SM are:

- a) Students that have completed at least 240 credit points of the award from which they are graduating; and
- b) At least 180 credit points of the award according to [Grading Schema 1](#).

3.1.2. A student graduating with a double degree, where two separate qualifications are offered by different schools, is eligible for the medal of each school.

3.1.3. The UM and SM are awarded once per calendar year, at the first appropriate School graduation ceremony.

3.1.4. When two or more students achieve the same course [WAM](#), they will be ranked according to the WAM over the last 120 credit points of the course. In cases where two or more students have the same ranking, the Senior Deputy Vice-Chancellor will refer the matter to the Vice-Chancellor for resolution.

3.1.5. The University and School/s reserve the right not to nominate an award a in any given year.

3.1.6. Confidentiality will be maintained during the selection process until such time as the winners have been notified.

3.2. University Medal

The UM may be awarded annually to the SM recipient with the highest course [WAM](#).

3.2.1. The UM is a nine carat gold coined medal, 32mm in diameter with the University Crest. The medal is engraved with the name of the prize winner and the year of the award.

3.2.2. The medal is presented set in a box. The award is known as the Edith Cowan University Medal and the students name will appear on the face of the medal (Appendix 1).

3.2.3. Determination of the UM Winner

The dates on which each of the following processes takes place will be in accordance with the sample timeline as shown in appendix 3. A specific timeline line will be produced annually by [Corporate Events](#) with the agreement of the Director, Student Administration, and the Manager, Academic Governance and Standards (AGS) who will then distribute to the relevant stakeholders.

- a) The identification of the highest achieving student, from each School, will be based on information provided from the Student Management System by the Director, Student Administration to the Manager, AGS.
- b) Student Administration - Assessments and Student Records will provide the Manager, AGS with the details of the eligible graduating student who

has the highest WAM in each School, with the nominated student's Statement of Academic Record.

- c) The Manager, AGS will recommend the winner to the Senior Deputy Vice-Chancellor who following consideration of the information provided, will recommend the winner of the UM to the Vice-Chancellor for approval.

3.2.4. Notification of the Winner

- a) Following the Vice-Chancellor's approval of the UM winner, the Manager AGS will advise Corporate Events of the winner.
- b) Corporate Events will arrange for the UM winner to be notified by the Vice-Chancellor with graduation ceremony details.

3.2.5. Presentation

- a) The UM is presented at the School Graduation Ceremony.
- b) Where a recipient has already graduated in a mid-year graduation ceremony, the recipient will be invited to the first appropriate graduation ceremony of the following year.
- c) Where a recipient is unable to attend a graduation ceremony within six months, the medal will be forwarded by registered post.

3.2.6. Documentation

- a) AGS will advise the Director, Student Administration of the name of the UM winner.
- b) The Director, Student Administration records the winner of the UM and the date it was awarded to the student's Statement of Academic Record.
- c) Corporate Events will organise a certificate citing the details of the UM, which will be presented to the recipient along with the medal.

3.3. School Medal

The SM may be awarded annually by each School to the graduate with the highest WAM graduating from a three or four year undergraduate course.

3.3.1. The SM is a sterling silver coined medal, 32mm in diameter, with the University Crest. The medal is engraved with the name of the winner and the year of the award.

3.3.2. The medal is presented set in a box. The award is known as the School of "insert name of the School" Medal and this name will appear on the face of the medal (Appendix 1).

3.3.3. Confirmation of the SM Winner

The SM winners are appointed as per step 3.2.3. (a), following the Vice-Chancellor's approval of the SM winner, the Manager AGS will advise the following staff and centres of the winner of each SM:

- a) Executive Deans;
- b) Student Administration – Assessments and Student Records; and

- c) Corporate Events.

3.3.4. Notification of the SM Winner

The SM Winner from each School will be sent a letter from the Executive Dean of the School to advise each of the achievement and to provide the graduation ceremony details. This letter will be provided to the Executive Deans by Corporate Events.

3.3.5. Presentation

- a) The SM is presented at the relevant School Graduation Ceremony.
- b) Where a recipient has already graduated in a mid-year graduation ceremony, the recipient will be invited to the first appropriate graduation ceremony of the following year.
- c) Where a recipient is unable to attend a graduation ceremony within six months, the medal will be forwarded by registered post.

3.3.6. Documentation

- a) The Director, Student Administration, will record the award of the SM and the date it was awarded to the student's Statement of Academic Record.
- b) Corporate Events will organise a certificate citing the details of the SM, which will be presented to the recipient along with medal.

3.4. Eligibility – University Research Medal (URM) and School Research Medal (SRM).

3.4.1. The most outstanding doctoral research thesis is judged on the following criteria:

- a) Quality of Research;
- b) Innovation;
- c) Significance and/or impact; and
- d) Written and presentation quality of the thesis.

3.4.2. URM and the SRM are awarded once per calendar year at the first appropriate School graduation ceremony.

3.4.3. In cases where two or more students cannot be separated and are ranked equally, the Manager, AGS will refer the matter to the Deputy Vice-Chancellor (Research) who may refer the matter to the Vice-Chancellor for resolution.

3.4.4. The University and School's reserve the right to not award a medal in any given year.

3.4.5. Confidentiality will be maintained about all nominees during the selection process until such time as the winners have been notified.

3.5. The University Research Medal

The URM may be awarded annually to the SRM recipient who has completed the most outstanding doctoral research thesis.

3.5.1. The URM is a nine carat gold coined medal, 32mm in diameter with the University Crest. The medal is engraved with the name of the prize winner and the year of the award.

3.5.2. The medal is presented set in a box. The award is known as the Edith Cowan UM and this name will appear on the face of the medal (Appendix 2).

3.5.3. Determination of the University Winner

The dates on which each of the following processes takes place will be in accordance with the sample timeline as shown in Appendix 3. A specific timeline will be produced annually by Corporate Events with the agreement of the Director, Student Administration, and provided to the Manager, AGS who will then distribute to the relevant stakeholders.

- a) The Associate Dean (Research) of each School will provide the Manager, AGS with the names of the candidate for the SRM, with associated documentation, which will include information from thesis examiners' reports certifying that the candidate's work is of sufficient merit for consideration for the URM.
 - b) The Manager, AGS will forward the nominations to the Dean, Graduate Research School (GRS), who will consult with the Associate Deans (Research) and the Deputy Vice-Chancellor (Research) and recommend the winner.
 - c) The Dean, GRS will advise the Manager, AGS of the recommended winner of the URM.
 - d) The Manager, AGS will recommend the winner to the Senior Deputy Vice-Chancellor who following consideration of the information provided, will recommend the winner of the UM to the Vice-Chancellor for approval.
- i. Notification of the URM Winner
 - a) Following the Vice-Chancellor's approval of the winner, the Manager AGS will advise Corporate Events and the relevant School, of the winner.
 - b) Corporate Events will arrange for the URM winner to be notified by the Vice-Chancellor and advised of the graduation ceremony details.
 - ii. Presentation
 - a) The URM is presented to the winner at the School Graduation Ceremony.
 - b) Where a recipient has already graduated in a mid-year graduation ceremony, the recipient will be invited to the first appropriate graduation ceremony of the following calendar year.
 - c) Where a recipient is unable to attend a graduation ceremony within six months, the medal will be forwarded by registered post.

iii. Documentation

- a) AGS will advise the Director, Student Administration of the name of the winner.
- b) The Director, Student Administration will record the award of the URM and the date it was awarded to the student's Statement of Academic Record.
- c) Corporate Events will organise a certificate citing the details of the URM, which will be presented to the recipient along with medal.

3.6. School Research Medal

The SRM may be awarded annually to the doctoral research graduate in the School who has completed the most outstanding research thesis.

3.6.1. SRM is a sterling silver coined medals, 32mm in diameter, with the University Crest. The medal is engraved with the name of the winner and the year of the award.

3.6.2. The medal is presented set in a box. The award is known as the School of (insert School name) research medal and this name will appear on the face of the medal (Appendix 2).

3.6.3. Confirmation of the SRM Winners

The Winners of the SRM is the student from each school identified in step 3.5.3. (a). Following the Vice-Chancellor's approval of the SM winner, the Manager, AGS will advise of the winners of each SRM to:

- a) Associate Deans (Research);
- b) Director, Student Administration; and
- c) Corporate Events.

3.6.4. Notification of the SRM Winners

The SRM Winner from each School will be sent a letter from the Executive Dean of the School to advise each of the achievement and to provide the graduation ceremony details. This letter will be provided to the Executive Deans by Corporate Events.

3.6.5. Presentation

- a) The SRM is presented at the relevant School Graduation Ceremony.
- b) Where a recipient has already graduated in a mid-year graduation ceremony, the recipient will be invited to the first appropriate graduation ceremony of the following year.
- c) Where a recipient is unable to attend a graduation ceremony within six months, the medal will be forwarded by registered post.

3.6.6. Documentation

- a) The Director, Student Administration will record the award of the SRM and the date it was awarded to the student's Statement of Academic Record.
- b) Corporate Events will organise a certificate citing the details of the SRM, which will be presented to the winner along with the medal.

4. Related Documents

[Academic Prizes Policy](#) [ac002]

5. Contact Information

For queries relating to this document please contact:

Policy Owner	Senior Deputy Vice-Chancellor
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Version	Authorised by	Approval Date	Effective Date	Sections Modified
1.0	Deputy Vice-Chancellor (Teaching and Learning)	18 August 2015	18 August 2015	N/A
2.0	Manager, Quality and Academic Governance	26 September 2016	26 September 2016	Updated according to Academic Organisation Re-Design
2.1	Manager, Academic Governance and Standards	27 February 2017	27 February 2017	Updated according to Academic Organisation Re-Design
3.0	Manager, Academic Governance and Standards	1 August 2018	1 August 2018	Removed reference to the number of times a recipient can receive the medal
3.1	Manager, Academic Governance and Standards	26 August 2018	26 August 2018	Updated according to Service Excellence

6. Appendix 1 – Details of University Medal and School Medals

Edith Cowan UM

The Edith Cowan UM is a nine carat gold coined medal, 32 mm in diameter with the University Crest. The medal is engraved with the name of the prize winner and the year of the award. The medal is presented set in a box.

The award is known as the Edith Cowan UM.

Medal design

Front of medal:

Edith Cowan University Crest

Above the Crest:

Perth, Western Australia

Under the Crest:

Edith Cowan University

Reverse side:

Laurel Wreath

Above Laurel Wreath:

Edith Cowan UM

Below Laurel Wreath:

Winner's name and year of the award



School Medal

The SM is a sterling silver coined medal, 32 mm in diameter, with the University Crest. The medal is engraved with the name of the winner and the year of the award. The medal is presented in a box.

The award is known as the School of 'insert name of School' Medal.

Front of medal:

Edith Cowan University Crest

Above the Crest:

Perth, Western Australia

Under the Crest:

Edith Cowan University

Reverse side:

Laurel Wreath

Above Laurel Wreath:

School of 'insert name of School' Medal

Below Laurel Wreath:

Winner's name and year of the award



1. Appendix 2 – Details of University Research Medal and School Research Medals

Edith Cowan University Research Medal

The Edith Cowan URM is a nine carat gold coined medal, 32 mm in diameter with the University Crest. The medal is engraved with the name of the prize winner and the year of the award. The medal is presented set in a box.

The award is known as the Edith Cowan URM.

Medal design

Front of medal:

Edith Cowan University Crest

Above the Crest:

Perth, Western Australia

Under the Crest:

Edith Cowan University

Reverse side:

Laurel Wreath

Above Laurel Wreath:

Research Medal

Below Laurel Wreath:

Winner's name and year of the award



School Research Medal

The SRM is a sterling silver coined medals, 32 mm in diameter, with the University Crest. The medal is engraved with the name of the winner and the year of the award. The medal is presented set in a box.

The award is known as the School of 'insert name of School' Research Medal.

Front of medal:

Edith Cowan University Crest

Above the Crest:

Perth, Western Australia

Under the Crest:

Edith Cowan University

Reverse side:

Laurel Wreath

Above Laurel Wreath:

Research Medal

Below Laurel Wreath:

Winner's name and year of the award



2. Appendix 3 – Timelines

ECU Medals - Administration and Approval Timelines

University Medal and School Medals				University Research Medal and School Research Medals			
Date	Action	Responsibility	Submit to	Date	Action	Responsibility	Submit to
Friday <i>(date)</i> December	SA will advise the top student nominees for the University Medal.	SA	AGS	Friday <i>(date)</i> December	Schools submit top student nominees for the University Research Medal.	Schools	AGS
Monday <i>(date)</i> December	AGS submits winner to the xxx for approval.	AGS	Dean	Friday <i>(date)</i> December	Nominees to GRS for determination of the University Research Medal winner	AGS	GRS
Monday <i>(date)</i> December	AGS forwards winner to the VC for approval.	AGS	VC	Monday <i>(date)</i> December	Graduate Research School advises AGS of University Research Medal Winner.	GRS	AGS
Wednesday <i>(date)</i> December	AGS advises Schools of confirmed University Medal winner & School Medal winners.	AGS	School	Monday <i>(date)</i> December	AGS forwards University Research Medal winner to the VC for approval.	AGS	VC
Wednesday <i>(date)</i> December	AGS advises Corporate Events of University Medal winner & School Medal winners.	AGS	Corporate Events	Tuesday <i>(date)</i> December	AGS advises Schools of confirmed University Research Medal Winner & School Research Medal winners.	AGS	Schools
				Tuesday <i>(date)</i> December	AGS advises Corporate Events of University Research Medal winner & School Research Medal winners.	AGS	Corporate Events
<p><i>(Date)</i> December - Corporate Events to present the VC with letters informing and congratulating the winners of the University Medal and the University Research Medal.</p>							

AGS Academic Governance and Standards

GRS Graduate Research School
SA Student Administration
VC Vice-Chancellor
School Operations Manager

University Medal Eligibility - see the policy at: [Academic Medals policy](#)