

## Dean's Citation for Excellence Guidelines

In order to maintain the **Dean's Citation for Excellence** as a prestigious award, the total number of awards will not exceed 3% of the graduating class. All nominations will be reviewed by the Executive Committee of the Graduate Council with recommendation to the Dean of the Graduate School for final selection.

### *Criteria:*

- A cumulative grade point average of at least 3.75 during graduate study.
- Exceptional Achievement: Be aware many recent nominees for this award have been submitted with only the GPA criteria documented. Without documented accomplishments beyond normal classroom performance, nominees will not be competitive for this award. Superior accomplishment beyond excellence in course work may include publications and/or presentations, thesis/dissertation of exceptional quality, active involvement in regional or national professional organizations, discipline-related community service, etc.
- Documentation should include a resume.
- Recommendations from at least two faculty members (this may be communicated in one letter signed by two faculty members).
- There may also be references to, descriptions of, or reprint of exceptional professional achievements.

*Due to publication deadlines for the graduation program, late nominations cannot be considered - refer to the [Schedule of Deadlines](#) for each semester deadline.*

**NOTE: A student may be nominated for both the Dean's Citation for Excellence AND for Outstanding Thesis or Dissertation.**

### ***Outstanding Thesis or Dissertation***

Four awards - two for outstanding master's thesis and two for outstanding doctoral dissertation may be awarded each commencement. Faculty may nominate a thesis/dissertation at any time until the specified deadline.

Criteria:

- Submit a letter of nomination that specifies contributions of the study to the discipline.
- A copy of the thesis/dissertation must already be available for review in the Graduate School.