MEMORANDUM

To: Departmental Chairs, Directors, Heads, Graduate Coordinators

From: Marty Leonard, Dean, Faculty of Graduate Studies

Date: March 13, 2017

RE: 2016/2017 Governor General's Gold Medal Award Competition for the Most
                    Outstanding Master's Graduates

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This is a call for nominations for the 2016/2017 Governor General's Gold Medal Award for the most outstanding Master's Graduates.   The competition will be conducted in the same manner as in previous competitions. The University can award two medals, by agreement of the President and the Registrar there will be a Gold Medal in the Sciences and Engineering and one in the Humanities and Social Sciences.

1. Eligible students are those graduating with a Master's degree on the graduation lists of October 2016 and May 2017. The degree may be for a thesis or a non-thesis (course/project) based program.

2. Each discipline (department or school) may nominate one candidate. Nomination material includes, but is not limited to, the graduate academic record, the candidate's resume, a one-page appraisal of the thesis, an abstract of the thesis and other elements in the graduate program. If any papers have resulted from thesis work, please include copies. Nomination material must be submitted to the Faculty of Graduate Studies office on or before **Monday, April 10th, 2017**.   For non-thesis programs, a one-page appraisal of the non-class academic activities, such as a project, seminar presentation, academic competition, etc., may be substituted for the thesis appraisal.

3. Only the graduate level grades for classes completed for the current Master's degree will be considered.

4. The thesis will be counted as two full credits and a nominal grade of 'A' will be used in calculating the grade average.

5. The selection of the Gold Medal winners will be made by the Faculty of Graduate Studies Prize Panel.

As this is the only call for nominations for the 2016/2017 Gold Medal that you will receive, please set your selection procedures in motion now.