

## STUDENT RECOGNITION AND AWARDS POLICY (NON-ACADEMIC)

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## I. INTRODUCTION

British University Vietnam (hereinafter referred to as “the University” or “BUV”) is committed to recognise its students or student groups for their achievements made in support of BUV’s Core Values, Purpose, Mission, and the University Graduate Attributes. The recognition programme serves as a testament to the hard work, dedication, and talent exhibited by students and teams who contribute to the diverse array of extracurricular activities on campus and for the wider community.

The university constantly reinforces its commitment to nurturing well-rounded individuals and teams who contribute meaningfully to the student body at BUV, and the society.

This policy provides guidelines and parameters for university and the student community specific recognition programmes and activities within BUV in order to:

- a) Foster a culture of recognition whereby students are regularly appreciated, valued and recognised, ultimately leading to a vibrant and inclusive university community
- b) Celebrate individual and collective successes, hence cultivate a culture of excellence, leadership, and innovation
- c) Encourage a sense of pride and motivation among students, inspiring individuals to continue their pursuit of personal and professional growth, clubs and societies to excel, to set higher standards and positively impact the university community

## II. SCOPE

This policy applies to all clubs, societies, student projects, student associations and individual student awards that are awarded, managed, or maintained by the **Student Engagement Department**, which includes contribution and achievement in one or more of the following areas: student life and student community, extra-curricular activities, competitions and contests, career development, personal and social growth, alumni relations, student wellness, and professional development.

## III. DEFINITIONS

### 1. Abbreviations

<b>Abbreviations</b>	<b>Definitions</b>
BUV	British University Vietnam
VC	Vice Chancellor
DVC	Deputy Vice-Chancellor
HSE	Head of Student Engagement
SE	Student Engagement
SAC	Student Association Committee
PSG	Personal & Social Growth Programme

### 2. Terminologies

<b>Terminologies</b>	<b>Definitions</b>
Recognition	Acknowledging and appreciating the achievements, efforts, or contributions of individuals or groups
Monetary Award	A form of recognition that includes a financial prize or compensation given to individuals or organizations in appreciation of their achievements or contributions
Non-Monetary Award	A form of recognition that does not include a financial prize. Instead, it may consist of certificates, trophies, plaques, or other symbolic tokens of appreciation to honor accomplishments or contributions
Nomination	The act of formally proposing or putting forward an individual or organization as a candidate for an award, honor, or recognition
Nominee	An individual or organization that has been formally proposed or put forward as a candidate for an award, honor, or recognition. They are the subject of consideration by the selection committee or judging panel
Eligibility criteria	The specific requirements or conditions that individuals or organizations must meet to be considered eligible for

Terminologies	Definitions
	nomination or selection for an award. These criteria may include factors such as membership status, academic achievement, years of service, or other relevant qualifications
Selection criteria	The standards or criteria used by the judging panel or selection committee to evaluate nominees and determine the recipients of an award. These criteria may include factors such as impact of contributions, innovation, community involvement, or other relevant considerations

## IV. POLICY

### 1. Categories of Awards

#### 1.1. Team recognition and awards

- Club of the Year Award
- Community Service Award
- Project/Campaign of the Year Award
- Rookie of the Year Award
- Transformation Club Award
- Publicity Award
- Member Engagement Award
- People’s Choice Award
- Most Supportive Club Award

#### 1.2. Individual recognition and awards

- Student of the Year Award
- PSG Champion Award - Work and Career Readiness
- PSG Champion Award - University and Community Engagement
- PSG Champion Award - Social, Cultural and Emotional Development
- PSG Champion Award - Academic Excellence
- PSG Rising Star Award
- Top 10 PSG Graduates Awards
- BUV Value Award - Kindness & Respect
- BUV Value Award - Collaboration & Innovation

- BUV Value Award – Sustainability & Responsibility
- BUV Value Award – Learning & Relearning

## 2. General guidelines

All recognition and awards for clubs, student groups, and individuals for their contributions and achievements are designed to recognise and celebrate excellence while maintaining fairness, transparency, diversity, and inclusion.

Awards are typically granted based on criteria such as leadership, innovation, impact, community engagement and the nominees should demonstrate BUV missions, values and graduate attributes via their evidence submission.

Clubs and student groups will be evaluated on their one-year operations' achievements, contributions and successful execution of events or initiatives, the positive impact they have made on campus or in the wider community, and their ability to foster a sense of belonging and inclusivity among members.

Individual students will be recognised for their Personal and Social Growth portfolio achievements, their contributions within and beyond campus life, involvement in wider community service or how they have lived up to BUV Core Values and Graduate Attributes.

### ***Please see each category award's details in the below sections***

The award selection process is conducted by a committee or panel (if not specified otherwise) including representatives from BUV Management, relevant departmental staff representatives, student representatives, and where applicable, BUV corporate and industry partners. The panel will carefully review nominations and evaluate the merits and qualifications of each nominee.

## 3. General criteria for all nomination

- Nominees must exhibit consistent positive behaviours to the BUV Core Values.
- Teams nominated should comprise members who have significant involvement in the completion of the project, process and/or initiative.
- A student can be nominated by another peer student for an individual award (where applicable). A student can also nominate more than one nominee or nominate himself/herself. However, one student will not be awarded more than one award.

- Nominations made must stipulate the reasons for the nomination and clearly indicate the relevance and significance of the nomination by addressing the criteria.
- Nominations must be supported by evidence of achievements and outstanding contributions, including testimonials, reports, photos, data, and other relevant materials, where appropriate.
- If no nominees meet the criteria for the award, the award will not be given for that performance year.
- Awards not given will not be carried forward to the following year.
- Incomplete applications and nominations received after the deadline will be considered invalid and not assessed.

## V. AWARD CATEGORIES

### 1. Awards for clubs, societies, student associations, student projects and teams

**1.1. Club of the year:** This award recognizes the club & society that has excelled in various aspects and performed as a role model club and society, such as leadership, community involvement, and achievements.

#### a. Eligibility:

- This category is open for BUV club/ society.
- The nominated club/society must be active from October 2023 Semester until the Award Ceremony (25/09/2023 - 23/11/2024).
- The qualified evidence are events/projects/activities that took place between the start of October 2023 Semester and the end of July 2024 Semester (25/09/2023 - 22/09/2024).

#### b. Selection criteria:

- Club/society's activeness and consistency: A track record of consistent performance and dedication to excellence with high quality of activities, events and projects they had delivered throughout the year.
- Club/society's engagement and inclusivity: The effort they made to connect and involve their own members and the BUV community, the way they interacted with individuals, fostered participation, and encouraged collaboration or communication.
- Club/society's contribution: The way they enrich the student experience at BUV, including the impact of their initiatives, programs, or projects.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 5,000,000 along with a commemorative plaque. The winner will also be entitled to a training trip of BUV's choice and decision, subject to university's direction for student development strategy. The trip is extended for a maximum of 10 club's member, nominated by club president or an appointed leader.

**1.2. Community Service Award:** This award honours the club or organization that has made a significant contribution to the community through service projects and initiative.

**a. Eligibility:**

- This category is open for BUV club/society and student-led project.
- The nominated club/society must be active from October 2023 Semester until the Award Ceremony (25/09/2023 - 23/11/2024).
- The qualified evidence are events/projects/activities that took place between the start of October 2023 Semester and the end of July 2024 Semester (25/09/2023 - 22/09/2024).

**b. Selection criteria:**

- Activeness and Commitment: This club showed consistency in making an effort and taking action, via activity, campaign, ... for a positive change in the community.
- Results and Impact: This club/society or student-led project successfully deliver their message or reached their goals that made a positive impact and raised awareness and drove actions, for a community/group/individual through their service by addressing and acting towards a particular need or social issue.
- Collaborative Efforts: The club has worked effectively with other organizations, groups, or individuals to achieve common community goals. This can include partnerships with local businesses, non-profits, or government agencies.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 3,000,000 plus a commemorative plaque.



**1.3. Project/ Campaign of the Year:** This award recognises the most successful and impactful project or campaign that was developed and implemented by a BUV student project team.

**a. Eligibility:**

- This category is open for BUV student-led project.
- The nominated project must have taken place between the start of October 2023 Semester and the end of July 2024 Semester (25/09/2023 - 22/09/2024).

**b. Selection criteria:**

- **Project Reach and Results:** The project succeeded in delivering good to exceptional results compared to its initial goals or objectives, including outreach to the wider community and public.
- **Project's Contribution to BUV student experience and student community engagement:** The impact and benefits of the project on the overall student experience at BUV, how it has enhanced or enriched the educational, social, or cultural aspects of BUV students' life.
- **Innovation and Creativity:** Projects that demonstrate originality, creativity, and innovative thinking towards addressing some particular field or topic.
- **Project's Execution and Planning Effectiveness:** The efficiency of the project's preparation and execution, how well the project was executed and planned, considering factors such as coordination, logistics, scheduling, and implementation and the extent to which it achieved its goals or objectives.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 3,000,000 plus a commemorative plaque.

**1.4. Rookie of the Year:** This award recognises the newly established club that has made a significant impact and shown promise from their performance in its first year.

**a. Eligibility:**

- This category is open for BUV club/society.
- The nominated club/society must be a new member of BUV clubs and societies, who passed the probation period between the start of October 2023 Semester and the end



of July 2024 Semester (25/09/2023 - 22/09/2024) and must be active until the Award Ceremony (23/11/2024).

- The qualified evidence are events/projects/activities that took place between the start of October 2023 Semester and the end of July 2024 Semester (25/09/2023 - 22/09/2024).

**b. Selection criteria:**

- Performance and Achievement: The club/society should demonstrate their exceptional performance and achievement in their first year being a BUV official club/society. This could include notable accomplishments, contributions, or significant progress.

- Proactive Engagement: This includes clubs/society who seek opportunities to contribute more to BUV and the student community, by actively participating in multiple activities and projects hosted by other BUV stakeholders.

- Active adaptability: Adjusting well to new environments, challenges, and expectations in their first year with delivery of good to exceeding expected outcomes.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 3,000,000 plus a commemorative plaque.

**1.5. Transformation Club of the year:** The award recognises the club or society that has shown significant improvement and growth over the year.

**a. Eligibility:**

- This category is open for BUV club/society.
- The nominated club/society must be active from October 2023 Semester until the Award Ceremony (25/09/2023 - 23/11/2024).

- The qualified evidence are events/projects/activities that took place between the start of October 2023 Semester and the end of July 2024 Semester (25/09/2023 - 22/09/2024).

**b. Selection criteria:**

- Growth and Progress: The club/society showed significant growth and progress compared to previous years or a specific baseline. This could include improvements in membership, participation and involvement, club activities, or overall impacts.

- **Enhanced Communication and Outreach:** This could include implementing effective communication channels, utilizing social media or other platforms to reach a wider audience and enhance the club presence.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 3,000,000 plus a commemorative plaque.

**1.6. Publicity Award:** The award recognises club or student project who has used of a variety of marketing and communications efforts to enhance their visibility and relationship with multiple stakeholders or partners, not just within BUV but also the external community and public, from which contributed to BUV's brand and reputation.

**a. Eligibility:**

- This category is open for BUV club/society and student-led project.
- The nominated club/society must be active from October 2023 Semester until the Award Ceremony (25/09/2023 - 23/11/2024).
- The qualified evidence are events/projects/activities that took place between the start of October 2023 Semester and the end of July 2024 Semester (25/09/2023 - 22/09/2024).

**b. Selection criteria:**

- **Enhanced Communication and Media Coverage:** This club/society or student-led project has successfully improved their presence and branding, as well as making an impact to promote the university's brand, through the strategic implementation of effective communication channels, utilizing social media or other platforms to reach a wider audience beyond BUV.
- **Collaborations and Partnerships:** The club/society or student-led project has formed collaborations with other internal BUV and external stakeholders via sponsorships or partnerships that create long-term meaningful partnership and outreach.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 3,000,000 plus a commemorative plaque.

**1.7. Member Engagement Award:** This award recognizes the club or student project who have effective ways to strengthen the teamwork & engage the members and foster a sense of community, loyalty, and participation.

**a. Eligibility:**

- This category is open for BUV club/society and student-led project.
- The nominated club/society must be active from October 2023 Semester until the Award Ceremony (25/09/2023 - 23/11/2024).
- The qualified evidence are events/projects/activities that took place between the start of October 2023 Semester and the end of July 2024 Semester (25/09/2023 - 22/09/2024).

**b. Selection criteria:**

- Membership Commitment: The club/society members showed consistent participation in the club activities, events, meetings, and other initiatives.
- Inclusivity and Diversity: The club/society created a welcoming and inclusive environment for members from various backgrounds, perspectives, and experiences. This includes providing opportunities for all members to participate and feel valued.
- Leadership and mentorship: The club/society provided regular mentorship, guidance for the improvement of all club members.
- Positive Culture: The members have maintained and fostered a supportive and constructive environment for others with opportunities for individual growth.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 3,000,000 plus a commemorative plaque.

**1.8. People's Choice Award:** This award honours the club or student project or organization who has the most popularity and earns highest vote from the student community through public voting.

**a. Eligibility:**

- This category is open for BUV club/society and student-led project.
- The nominated club/society/student-led project must be active from October 2023 Semester until the Award Ceremony (25/09/2023 - 23/11/2024).

**b. Selection criteria:**

- Highest number of votes from the BUV student community.

**c. Winner selection:** 100% BUV Community Vote.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 3,000,000 plus a commemorative plaque.

**1.9. Most Supportive Club:** This award recognizes the club or society that has demonstrated exceptional support for BUV, providing a welcoming and inclusive environment.

**a. Eligibility:**

- This category is open for BUV club/society.
- The nominated club/society must be active from October 2023 Semester until the Award Ceremony (25/09/2023 - 23/11/2024).
- The qualified evidence are events/projects/activities that took place between the start of October 2023 Semester and the end of July 2024 Semester (25/09/2023 - 22/09/2024).

**b. Selection criteria:**

- Volunteer Support: This club/society actively engages in volunteer activities to support not just BUV clubs/societies but and BUV departments in their events, projects, and activities for BUV community.
- Promotion and Advocacy: This club/society actively promotes and advocates for BUV and for another clubs/society/student-led projects through social media, word-of-mouth, or by increasing their visibility and support.
- Resource Sharing: This club/society is willing to share its resources, knowledge, and expertise with other clubs and school departments. This can involve providing access to equipment, facilities, or materials, as well as offering guidance or training to help other organizations thrive.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 3,000,000 plus a commemorative plaque.

## 2. Awards for individual students

**2.1. Student of the Year Award:** This award recognizes an individual who consistently demonstrates enthusiastic participation and exceptional achievements, both academically and in extracurricular activities, especially high performance across all quadrants of the PSG Programme during their time at the university, as well as exemplifies all core values and graduate attributes of BUV's students.

### a. Eligibility:

- This award is open to one individual (All years all levels; only for an active student who has not yet graduated when the award application period begins).
- The student must:
  - ✓ Accumulate a minimum of 150 PSG points for each quadrant of the PSG Programme (Except for Academic Excellence quadrant)
  - ✓ Accumulate a total minimum of 1200 PSG points across all quadrants of the PSG Programme (equivalent to achieving Platinum ranking).
- Fulfill other PSG Programme's completion requirements:
  - ✓ Gain points in every main quadrant of the programme.
  - ✓ Complete one of the professional experience options.
- The student has a positive record with no instances of general misconduct (Student Code of Conduct) or academic misconduct and has not failed any modules.
- The student must attain a minimum GPA of 70/100.

### b. Selection criteria: It is advantageous if the student:

- Accumulated points in at least 08/16 categories across all quadrants of the PSG Programme to demonstrate a holistic development of the individual.
- Achieved external prestigious prizes and awards, as it promotes the BUV's brand and reputation through their accomplishments.
- Serves as a role model via representing the university core values and graduate attributes; and through their actions, inspiring fellow students to participate in the PSG related activities, extracurricular programme, and other collective activities that contribute to the betterment of themselves, university and society.

- Demonstrated leadership skills within the university or community which can include holding club and society presidential experience, taking initiative in projects, mentoring peers, or leading student organizations.

- Excelled in their role as an ambassador for the university to the wider community, demonstrating exceptional representation of the university, including displaying a genuine passion for the university and a strong belief in the institution's mission, core values with actions in articulating and living up to those.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a commemorative plaque, and a fully sponsored international study trip organized by BUV's International Office, aligning with the university's student development strategy and BUV's student mobility and global engagement programme. The different options and specific dates of the trip and destinations will be determined by the International Office's schedule and communicated to the award winner (terms and conditions will be applied).

**2.2. PSG Champion Award - Work and Career Readiness:** This award recognizes an individual who consistently displays enthusiastic engagement and exceptional performance within the PSG Programme, particularly excelling in the Work and Career Readiness quadrant.

**a. Eligibility:**

- This award is open to one individual (All years all levels; only for an active student who has not yet graduated when the award application period begins).

- The student must accumulate:

- ✓ A minimum of 300 PSG points for the Work and Career Readiness quadrant with proven transcript

- ✓ A minimum of 150 PSG points for each quadrant of the PSG Programme (Except for Academic Excellence quadrant).

- ✓ A total minimum of 500 PSG points across all quadrants of the PSG Programme.

- The student must complete at least 01 professional experience regardless of any options.

- The student ranks within the top three individuals with the highest PSG points in the Work and Career Readiness quadrant.

- The student has a positive record with no instances of general misconduct (Student Code of Conduct) or academic misconduct and has not failed any modules.

**b. Selection criteria:** It is advantageous if the student:

- Accumulated points in all categories within the Work and Career Readiness quadrant with proven achievements:

- ✓ Skills development and industry exposure.
- ✓ Career planning and preparation.
- ✓ Professional experience.
- ✓ Professional qualifications and certificates.

- Has participated in activities that strongly influence professional development and make positive contributions to former/current employers.

- Represents BUV students' professional advancement and career development on social media platforms and in interactions with potential employers.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 1,000,000 plus a commemorative plaque.

**2.3. PSG Champion Award - University and Community Engagement:** This award recognizes an individual who consistently displays enthusiastic engagement and exceptional performance within the PSG Programme, particularly excelling in the University and Community Engagement quadrant.

**a. Eligibility:**

- This award is open to one individual (All years all levels; only for an active student who has not yet graduated when the award application period begins).

- The student must accumulate:

- ✓ A minimum of 300 PSG points for the University and Community Engagement quadrant with proven transcript
- ✓ A minimum of 150 PSG points for each quadrant of the PSG Programme (Except for Academic Excellence quadrant).



- ✓ A total minimum of 500 PSG points across all quadrants of the PSG Programme.

- The student ranks within the top three individuals with the highest PSG points in the University and Community Engagement quadrant.

- The student has a positive record with no instances of general misconduct (Student Code of Conduct) or academic misconduct and has not failed any modules.

**b. Selection criteria:** It is advantageous if the student:

- Accumulated points in all categories within the University and Community Engagement quadrant with proven achievements:

- ✓ Clubs, societies, and student organisations.
- ✓ Leadership and community engagement.
- ✓ International exposure.
- ✓ Awards and achievements.

- Has participated in activities that strongly influence social development and make positive contributions to internal and external community.

- Being the leader of student clubs & societies, student-led projects, student association committee.

- Serves as a role model, encouraging fellow students to participate in community service projects and other activities that contribute to the betterment of society while representing the university core values and graduate attributes.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 1,000,000 plus a commemorative plaque.

**2.4. PSG Champion Award - Social, Cultural and Emotional Development:** This award recognizes an individual who consistently displays enthusiastic engagement and exceptional performance within the PSG Programme, particularly excelling in the Social, Cultural and Emotional Development quadrant.

**a. Eligibility:**

- This award is open to one individual (All years all levels; only for an active student who has not yet graduated when the award application period begins).

- The student must accumulate:

- ✓ A minimum of 300 PSG points for the Social, Cultural and Emotional Development quadrant with proven transcript.
  - ✓ A minimum of 150 PSG points for each quadrant of the PSG Programme (Except for Academic Excellence quadrant).
  - ✓ A total minimum of 500 PSG points across all quadrants of the PSG Programme.
- The student ranks within the top three individuals with the highest PSG points in the Social, Cultural and Emotional Development quadrant.
  - The student has a positive record with no instances of general misconduct (Student Code of Conduct) or academic misconduct and has not failed any modules.

**b. Selection criteria:** It is advantageous if the student:

- Accumulated points in all categories within the Social, Cultural, Emotional Development quadrant with proven achievements:
  - ✓ Self-awareness.
  - ✓ Self-management.
  - ✓ Social and cultural awareness.
  - ✓ Relationship management.
- Has participated in activities that strongly influence social, cultural, emotional development and make positive contributions to internal and external community.
- Worked as a volunteer or leadership roles in university-wide projects such as Pink Day, Violet Day, Cultural Fair.
- Encourages fellow students to engage in initiatives aimed at enhancing social, cultural, and emotional development, which not only benefit the students themselves but also uphold the core values and graduate attributes of the university.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 1,000,000 plus a commemorative plaque.

**2.5. PSG Champion Award - Academic Excellence:** This award recognizes an individual who consistently displays enthusiastic engagement and exceptional performance within the PSG Programme, particularly excelling in the Academic Excellence quadrant.

**a. Eligibility:**

- This award is open to one individual (All years all levels; only for an active student who has not yet graduated when the award application period begins).

- The student must accumulate:

- ✓ A minimum of 300 PSG points for the Academic Excellence quadrant.
- ✓ A minimum of 150 PSG points for each quadrant of the PSG Programme.
- ✓ A total minimum of 500 PSG points across all quadrants of the PSG Programme.

- The student ranks within the top three individuals with the highest PSG points in the Academic Excellence quadrant.

- The student has a positive record with no instances of general misconduct (Student Code of Conduct) or academic misconduct and has not failed any modules.

**b. Selection criteria:** It is advantageous if the student:

- Accumulated points in all categories within the Academic Excellence quadrant with proven transcript:

- ✓ Academic supporters
- ✓ University readiness
- ✓ Aiming higher
- ✓ Future Scholars

- Has participated in activities that significantly enhance both their own academic competencies and those of other students and make valuable contributions to the academic community.

- Worked as an academic peer tutor, module assistant, academic workshop leaders, (co)author of a research.

- Supports fellow students in improving their academic capabilities.

- Enhance and promote the reputation of BUV via their academic achievements.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 1,000,000 plus a commemorative plaque.

**2.6. PSG Rising Star Award:** This award recognizes first-year students who consistently display enthusiastic engagement and exceptional performance within the PSG Programme during their first year at the university.

## **a. Eligibility:**

- This award is open to only first year students.
- The student must accumulate a minimum of 500 PSG points across all quadrants of the PSG Programme.
- The student must have PSG points in all quadrants of the PSG Programme.
- The student ranks within the top three individuals with the highest PSG points in the PSG Programme, across all quadrants
- The student has a positive record with no instances of general misconduct (Student Code of Conduct) or academic misconduct and has not failed any modules.

## **b. Selection criteria:**

- The distribution of PSG points across each quadrant is reasonably balanced, with no quadrant having significantly lower points than others.
- The students demonstrate potential for leadership roles within clubs & societies and active engagement & support in university events organised by students and BUV departments.
- The students serve as role models, encouraging fellow students to participate in PSG activities.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 1,000,000 plus a commemorative plaque.

**2.7. Top 10 PSG Graduates Awards:** This award recognizes individuals who have displayed the best performance within the PSG Programme throughout their time at the university.

## **a. Eligibility:**

- This award is open to 10 final-year students eligible to graduate from BUV.
- The student must:
  - ✓ Rank within the top 10 individuals with the highest PSG points in the PSG Programme, across all quadrants.
  - ✓ Accumulate a total minimum of 900 PSG points across all quadrants of the PSG Programme (equivalent to achieving at least Gold ranking).
- Fulfill other PSG Programme's completion requirements:

- ✓ Gain points in every main quadrant of the programme.
- ✓ Complete one of the professional experience options.

- The student has a positive record with no instances of general misconduct (Student Code of Conduct) or academic misconduct and has not failed any modules.

**b. Selection criteria:**

The selection criteria are totally determined by meeting all requirements outlined in the eligibility section regarding PSG points and PSG Programme completion level and status.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 1,000,000 plus a commemorative plaque.

**2.8. BUV Value Award - Kindness & Respect:** This award recognizes the student who exemplifies the values of kindness and respect in their interactions and endeavors.

**a. Eligibility:**

- This award is open to one individual (all years all levels).
- The student must submit evidence on contributions towards living BUV values.
- The qualified evidence are events/projects/activities that took place between the start of October 2023 Semester and the end of July 2024 Semester (25/09/2023 - 22/09/2024).
- The student has a positive record with no instances of general misconduct (Student Code of Conduct) or academic misconduct and has not failed any modules.

**b. Selection criteria:** To nominate themselves for the BUV Value Award - Kindness & Respect, students must submit evidence demonstrating their embodiment of the following principles:

- Showcase instances where the student actively contributed to creating an atmosphere of peace and safety within the BUV community, ensuring that all individuals feel valued and respected.
- Demonstrates professional integrity, while at the same time valuing diversity, emotional intelligence and respect for the values and perspectives of others.
- Provide examples of how they have embraced diversity within the BUV community, showing compassion and care towards individuals from different backgrounds, cultures, and perspectives.

- Highlight the student's consistent demonstration of polite and respectful behavior towards peers, faculty, staff, and other members of the BUV community in various settings.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 1,000,000 plus a commemorative plaque.

**2.9. BUV Value Award - Collaboration & Innovation:** This award celebrates the student who embraces collaboration and innovation to drive positive change and achieve exceptional results within the BUV community and beyond.

**a. Eligibility:**

- This award is open to one individual (all years all levels).
- The student must submit evidence on contributions towards living BUV values.
- The qualified evidence are events/projects/activities that took place between the start of October 2023 Semester and the end of July 2024 Semester (25/09/2023 - 22/09/2024).
- The student has a positive record with no instances of general misconduct (Student Code of Conduct) or academic misconduct and has not failed any modules.

**b. Selection criteria:** To nominate themselves for the BUV Value Award - Collaboration & Innovation, students must submit evidence demonstrating their embodiment of the following principle:

- Showcase instances where their collaborative efforts have resulted in the generation of creative ideas, innovative solutions, or new forms of expression.
- Illustrate how collaboration and ideation have fostered intellectual curiosity among team members and led to the exploration of unconventional approaches.
- Demonstrate the ability to identify and build teams in any setting with peers who are cross-disciplinary in language, skills and backgrounds.
- Highlight the student's willingness to take risks in pursuing novel ideas and their commitment to making a meaningful impact through their collaborative endeavors.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 1,000,000 plus a commemorative plaque.

**2.10. BUV Value Award – Sustainability & Responsibility:** This award acknowledges the student who demonstrates a dedication to careful consideration of the social, cultural and environmental issues that are impacting their surroundings, responsible resource management, and ethical practices within the BUV community and beyond.

**a. Eligibility:**

- This award is open to one individual (all years all levels).
- The student must submit evidence on contributions towards living BUV values.
- The qualified evidence are events/projects/activities that took place between the start of October 2023 Semester and the end of July 2024 Semester (25/09/2023 - 22/09/2024).
- The student has a positive record with no instances of general misconduct (Student Code of Conduct) or academic misconduct and has not failed any modules.

**b. Selection criteria:** To nominate themselves for the BUV Value Award – Sustainability & Responsibility, students must submit evidence demonstrating their embodiment of the following principle:

- Showcase instances where they have actively participated in initiatives aimed at preserving and protecting natural resources and the environment within the BUV community.
- Illustrate the students' contributions to sustainability efforts, such as participation in recycling programs, energy conservation initiatives, or environmental awareness campaigns.
- Highlight the student's advocacy for sustainable practices and their role in promoting environmentally responsible behaviors among peers and within the wider community.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 1,000,000 plus a commemorative plaque.

**2.11. BUV Value Award – Learning & Relearning:** This award recognizes the student who exhibits a commitment to lifelong continuous learning, adaptability, with reflexive thinking and growth mindset.

**a. Eligibility:**



- This award is open to one individual (all years all levels).
- The student must submit evidence on contributions towards living BUV values.
- The qualified evidence are events/projects/activities that took place between the start of October 2023 Semester and the end of July 2024 Semester (25/09/2023 - 22/09/2024).

- The student has a spotless record with no instances of general misconduct (Student Code of Conduct) or academic misconduct and has not failed any modules.

**b. Selection criteria:** To nominate themselves for the BUV Value Award – Learning & Relearning, students must submit evidence demonstrating their embodiment of the following principle:

- Showcase instances where they have demonstrated a commitment to lifelong learning in response to rapid political, social, and technological changes.
- Illustrate the student's proactive approach to acquiring new knowledge, skills, and competencies to adapt to evolving circumstances with a growth mindset
- Highlight the student's participation in continuous learning opportunities, such as workshops, seminars, online courses, or self-directed study, aimed at enhancing their understanding of contemporary issues and trends.

**c. Winner selection:** 100% Judging Panel.

**d. Award value:** The award winner in this category will receive a monetary prize of VND 1,000,000 plus a commemorative plaque.

## VI. RESPONSIBILITIES

**1. Division of Student Life and PSG Team, under supervision of HSE, will be responsible for:**

- Overseeing the nomination process to ensure it is accessible to all eligible candidates and free from bias or favoritism.
- Planning, promoting, and implementing the procedures of the recognition and award delivery, including organizing the Student Awards Gala Night.
- Maintaining a fair and transparent approach in recognising student groups, teams, and student individuals during the selection process and coordination with judge panel.
- Making sure all recognition activities are within the department's budgetary limits.

**2. BUV Management including DVC, HSE and respective managers of each relevant division/department that are involved in validation of the criteria fulfillment of each award, will be responsible for:**

- Monitoring the effectiveness and consistent application of this policy.
- Making sure all data and historical records are input in an accurate, transparent, and timely manner.

## **VII. APPROVAL & EXEPTIONS**

Policy development or review will be endorsed by Head of Student Engagement and approved by The Vice Chancellor and President prior to implementation and execution.

Any exceptions to this policy shall be submitted in writing, using the exception template for appropriate approval.

## **VIII. RECORDS:**

<b>Records (What)</b>	<b>Medium (How)</b>	<b>Responsibility (Who)</b>	<b>Retention Period (When)</b>
Nomination form	Soft copy	Student Life	5 years
List of Nominees	Soft copy	Student Life	5 years
Certificates of recognition	Soft copy	Student Life	5 years