Central Philippine University

COLLEGE HONORS POLICY
Effective School Year 2024-2025

1. Minimum Study Load

a. A prospective honor student must maintain a minimum study load of 18 units each semester or 6 units for the summer term except when the curriculum of the degree program he or she is enrolled in prescribes otherwise.

b. To qualify for honors, a CPU work student or any student working full-time or part-time in a particular company must also carry a minimum of 18 units on a regular semester and 6 units on a summer term except when the curriculum of the degree program he or she is enrolled in prescribes otherwise.

c. Non-CPU working students must submit their Certificates of Employment to the Registrar's Office and the Dean's Office at the start of every semester or summer term to justify any academic underload.

2. Grade Requirement

To qualify for honors, a college student must NOT have a grade lower than 2.0.

CPU GRADING SYSTEM		
Letter Grade	**Numerical Equivalent**	**Percentage**
A+	1.0	98-100
A	1.25	95-97
A-	1.5	92-94
B+	1.75	89-91
B	2.0	86-88
B-	2.25	83-85
C+	2.5	80-82
C	2.75	77-79
C-	3.0	75-76
F	5.0	Below 75

3. Failing Grade

A student with a failing (F) or 5.0 grade in any course whether previous or current degree program, whether taken at CPU or another school will be ineligible for academic honors.

4. Dropped or Left Marks

A student with a dropped (D) or left (L) mark in any course whether previous or current degree program, whether taken at CPU or another school will be ineligible for academic honors.

5. Incomplete Grades

a. A student with an incomplete or lapsed incomplete mark on any required course taken from another school shall be disqualified for honors.

b. A student with a lapsed incomplete mark on any required course taken from CPU shall be disqualified for honors.

c. A graduating student who fails to comply with the requirements of a course enrolled in during his or her final semester shall be given an INC mark; however, if he or she fails to comply with the completion requirements before the date of deliberation, his or her application for graduation is automatically canceled for that specific term, thereby disqualifying him or her from getting honors.

6. Honors Point Average (HPA) Computation

Honors Point Average (HPA) is the computation implemented by Central Philippine University to determine if the student qualifies for Latin Honors.
It is computed based on the prescribed courses of the curriculum excluding SEAL and NSTP grades.

a. For a transfer student, HPA computation shall only include courses in the curriculum of the degree program that the student is currently enrolled in and those courses taken from another school which are duly approved for accreditation by the college dean.

b. In case a required course is taken twice by a student, the grade on the first one shall be used for the HPA computation.

c. There shall be equal rank intervals of .18 for each honor level as follows:

Cum laude	1.38 – 1.56	HPA
Magna cum laude	1.19 – 1.37	HPA
Summa cum laude	1.0 – 1.18	HPA

Formula in Computing HPA:

Grade X Corresponding Credit = Product
HPA = Sum of Products ÷ Sum of Total No. of Units

7. Residency at CPU

To qualify for honors, a student must have completed at Central Philippine University at least 75 percent of the total number of academic units or hours required for graduation. The student must have been enrolled for at least two years immediately before graduation.

8. Number of Years in Completing the Degree

To qualify for honors, a student must finish the degree program within the number of years required by the curriculum.

9. Disciplinary Action

After due process, a student found guilty of an offense and is/was subject for disciplinary action will not be eligible to receive any academic honors.