

**Policy No. & Title: A105: ACADEMIC STANDING****Policy Sponsor:** Registrar**Reference Cttee:** College Council**Effective:** 2005 09 01**Next Review:** 2010 09**Approvals:** 1992 02 14 (CC-91-08), 1996 12 04 (SA-96-03), 1997 03 26 (CC-96-06), 2001 05 23 (CC-00-09 – Effective 2003 09 01), 2003 01 22 (CC-02-04 – Effective 2003 09 01), 2003 09 01 (Approved 2003 06 18 – CC 02 08) 2005 06 22 (CC-04-09 – Effective: 2005 09 01)

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**1. PURPOSE**

Academic standing statements are provided to students at the completion of each term to indicate:

- a) their status toward completion of program requirements; and
- b) their status in that program at a given period of time.

**2. DEFINITIONS**

Academic standing statements      The status of a student's academic achievement within a program at a given period of time

Required Course      A course listed as a graduation requirement in the program curriculum.

**3. POLICY****3.1. Academic Standing Statements**

At the end of each term, there are four possible academic standing statements:

- 3.1.1. In Good Standing: all required courses completed; acceptable grade point average.
- 3.1.2. Conditional Continuation: either one required course is assigned a failing grade or unacceptable grade point average achieved
- 3.1.3. Academic Probation: occurs when one of the following conditions applies:
  - more than one of the required courses are assigned a failing grade and an unacceptable grade point average;
  - two of the required courses are assigned a failing grade;
  - repeated academic probation standing.

3.1.4. Required to Re-Apply: occurs when one of the following conditions applies:

- two or more academic probation standings
- one or two of the required courses are assigned a failing grade and a grade point average less than 1.26
- three or more of the required courses are assigned a failing grade and a grade point average less than 1.76
- grade point average of less than 1.26 for two consecutive semesters

In co-operative education, there are two possible status options:

3.1.5. Cooperative Work Term Complete

3.1.6. Cooperative Work Term Incomplete

At the completion of the final level of the program, there are two possible standings:

3.1.7. Recommended for Graduation: all required courses completed; acceptable grade point average.

3.1.8. Program Incomplete: all required courses not completed and/or unacceptable grade point average.

## 3.2. Grade Point Average

### 3.2.1. Minimum Standards

In addition to meeting the program's individual standards, all students must achieve a cumulative GPA of 2.0 to be eligible to graduate. In non-graduating terms, students with a GPA of between 1.75 – 1.26 will be notified that they are at risk of failure and will be placed on academic probation. A student success plan will be developed. Students with a term GPA of 1.25 or less will be placed on academic probation and will require permission of the Academic Manager or designate to continue. Students having two consecutive semesters of academic probation will not be permitted to progress.

Some programs may have a higher minimum GPA for progression purposes.

3.2.2. Students registered in Applied Degree programs must maintain a minimum average of 2.5 (C+) in the vocational courses and 2.0 (C) in all other courses in order to progress, and in order to be eligible to graduate.

#### 4. REFERENCES

[Policy A112: Course Grade System](#)

[Policy A122: Graduation from Approved College Programs](#)

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**COLLEGE POLICY MANUAL**

Policy No. & Title: A105: Academic Standing

Addendum: **STD 001: Academic Standing Reference Chart**

Issued by: Registrar

Effective: 2005-09-01

	2.0 GPA		1.76 – 1.99 GPA		1.26 – 1.75 GPA		1.25 or less GPA	
	OCCUR	STANDING	OCCUR	STANDING	OCCUR	STANDING	OCCUR	STANDING
ALL COURSES COMPLETE	1 <sup>ST</sup>	<b>IN GOOD STANDING</b>	1 <sup>ST</sup>	<b>CONDITIONAL CONTINUATION</b>	1 <sup>ST</sup>	ACADEMIC PROBATION	1 <sup>ST</sup>	ACADEMIC PROBATION
	2 <sup>ND</sup>		2 <sup>ND</sup>	ACADEMIC PROBATION	2 <sup>ND</sup>	ACADEMIC PROBATION	2 <sup>ND</sup>	MUST RE-APPLY
	3 <sup>RD</sup>		3 <sup>RD</sup>	ACADEMIC PROBATION	3 <sup>RD</sup>	MUST RE-APPLY		
ONE FAILURE	1 <sup>ST</sup>	CONDITIONAL CONTINUATION	1 <sup>ST</sup>	CONDITIONAL CONTINUATION	1 <sup>ST</sup>	ACADEMIC PROBATION	1 <sup>ST</sup>	<b>MUST RE-APPLY</b>
	2 <sup>ND</sup>	ACADEMIC PROBATION	2 <sup>ND</sup>	ACADEMIC PROBATION	2 <sup>ND</sup>	MUST RE-APPLY		
	3 <sup>RD</sup>	ACADEMIC PROBATION	3 <sup>RD</sup>	MUST RE-APPLY				
TWO FAILURES	1 <sup>ST</sup>	ACADEMIC PROBATION	1 <sup>ST</sup>	ACADEMIC PROBATION	1 <sup>ST</sup>	ACADEMIC PROBATION	1 <sup>ST</sup>	<b>MUST RE-APPLY</b>
	2 <sup>ND</sup>	ACADEMIC PROBATION	2 <sup>ND</sup>	MUST RE-APPLY	2 <sup>ND</sup>	MUST RE-APPLY		
	3 <sup>RD</sup>	MUST RE-APPLY						
THREE or MORE FAILURES	1 <sup>ST</sup>	ACADEMIC PROBATION	1 <sup>ST</sup>	ACADEMIC PROBATION	1 <sup>ST</sup>	MUST RE-APPLY	1 <sup>ST</sup>	<b>MUST RE-APPLY</b>
	2 <sup>ND</sup>	ACADEMIC PROBATION	2 <sup>ND</sup>	MUST RE-APPLY				
	3 <sup>RD</sup>	MUST RE-APPLY						

**Note:** Academic Status marked in bold text will be automatically assigned by the computer program. All others will be assigned “Needs Review” code for coordinator’s to make a determination.

**Note 2:** In evaluating which GPA to apply in the above circumstances, the assessor should apply the lowest GPA be it term or cumulative.

**FACS Codes:** **IGS** - In Good Standing, **CND** - Conditional Continuation, **NRV** - Needs Review, **RRA** - Required to Re-Apply, **ACP** - Academic Probation

**COLLEGE POLICY MANUAL**

<b>RECOMMENDED ACTIONS</b>		
<b>STANDING</b>	<b>ACTION</b>	<b>EXPLANATION</b>
<b>Conditional Continuation Status</b>	Form Letter	Required. Student needs to be informed that, in order to graduate, must have no failures and a GPA of 2.0 or higher.
	Student Success Plan	Recommended. Student Success form completed by the student identifying reasons for difficulty, solutions and strategies for success and resources required to achieve success.
	Specific conditions to be met in following term	Optional. Could establish specific conditions which student must meet in the next semester in order to continue in the program (e.g., must have a cumulative GPA of 2.0 or greater and no failed courses).
<b>Academic Probation Status</b>	Student Success Plan	Required. Student Success form completed by the student identifying reasons for difficulty, solutions and strategies for success and resources required to achieve success.
	Learning Contract	Recommended. Learning Contract is similar to Student Success plan (and would likely use the same form) but in this second case the plan is developed by the coordinator or designate. Dialogue with student is optional.
	Form Letter (on second offense)	Required. The second time a student is on Academic Probation a letter should be sent to the student outlining the circumstances of this status and the resultant “must reapply” if the student is not successful at improving his/her status.
<b>Must Reapply Status</b>	Retake Course(s)	May be identified as a condition of re-admittance to improve GPA in order to graduate.
	Learning Contract	May be used if student has had consistent difficulties identified through a series of success plans or learning contracts. This contract identifies conditions for remaining in the program after being readmitted.
	No Admittance	May be used when students have consistently demonstrated inability to meet conditions established in success plans/contracts.