



Policy on Student Academic Standing and Progression

Policy: A08 - 5

Revised/Reviewed: July 1, 2016 – VP Academic Office

I. Purpose

The purpose of this policy is to establish the College's standards for academic performance and outlines the College's support for under-performing students.

Academic progression rules are designed to inform students of satisfactory levels of academic achievement in programs, and to maintain College standards. All students are required to meet minimum learning outcomes for each stage of a course of study.

Official academic standing, therefore, influences students' ability to continue in a program. Official academic standing is assessed and recorded on student transcripts in academic standing statements at the end of each term. These indicate (a) student progression toward completion of program requirements; and (b) student status and achievement in that program at a given period of time. Academic standing statements provide feedback to students, support progression decisions, and trigger referrals to student success advisors with the goal of supporting student success.

II. Scope

Assessment of academic standing applies to all registered ACC students, with some exclusions:

- i. Part-time students: students taking less than 12 credits in a term;
- ii. Academic level: students in continuing education programs or courses, and students in adult learning programs, as defined by academic level.

III. Definitions

i. Student IV Program

The Student IV program is an early intervention program at the college that allows instructors to give quick, early information about student progress to support student assistance. Individual charters for each program detail the specifics of the how the assessment, triage, intervention and follow-up will occur.

ii. Learning Success Plan

The Learning Success Plan is a formal document to outline the intervention(s) and activities for students.

iii. Academic Standing Statements

There are four possible academic standing statements with differing implications for student progression:

- a. *In Good Standing*: GPA of 2.0 or greater. No registration or progression restrictions.
- b. *Academic Probation*: GPA of less than 2.0 but greater than 1.0. No immediate registration or progression restrictions for one term.
- c. *Academic Restriction*: GPA of less than 1.0, or, for a student already on academic probation, a GPA of less than 2.0. Registration and progression restrictions in effect. Students may receive permission to re-register with the completion of a Learning Success Plan.
- d. *Academic Suspension*: Students on academic restriction who are unable to recover their GPA will be suspended. Admission and registration restrictions in effect for eight calendar months from the date of notification. Note that an Academic Suspension standing can also be the result from violations of other academic policies.

IV. Policy

The College supports student success through a graduated support and advising process, based on assessed academic standing:

i. Academic Probation

Students assessed in this category will be notified by the Registrar's Office that they are at risk of failure and will be placed on academic probation. Students are provided information about College resources and encouraged to voluntarily develop a Learning Success Plan.

ii. Academic Restriction

Students assessed in this category will be notified by the Registrar's Office that they have now have registration restrictions at the College, and require permission to continue. Permission may be gained with the completion of a Learning Success Plan by applying to the program chair/director. Students with academic restrictions must achieve a GPA of 2.0 or greater in order to avoid academic suspension.

iii. Academic Suspension

Students with academic restrictions who are unable to recover their GPA with their Learning Success Plan will be suspended from the College. Mandatory admission and registration restrictions are in effect for eight calendar months from the date of notification. During this suspension period, suspended students may be eligible to attend Continuing Studies and Adult Learning programs. Suspended students must formally reapply and meet the criteria for admission for reinstatement in a program. If readmitted, they will be placed on academic probation with the applicable terms.

iv. Notes

- a. Some programs may have a higher minimum GPA for progression purposes.
- b. Some programs may have other progression restrictions, such as successful completion of key courses. These restrictions will be published in the Calendar.
- c. Unfinished courses or delayed completion of courses may have an effect on GPA calculations and official academic standing in a given term.
- d. Expulsion, unlike suspension, is deemed to be permanent. Expulsion is typically reserved for very serious cases which may also involve criminal prosecution. Criminal prosecution is reserved for criminal acts, such as fraud, forgery, theft and impersonation.

V. Policy Authority

The Vice President Academic is responsible for this policy.

The Registrar is responsible for administration and interpretation of this policy. Procedures associated with the policy will be published in the Calendar and on the Registrar's Office website.

The Dean of Students, Indigenous Affairs and Community Engagement is responsible for the Student IV Program.

Program chairs/directors are responsible for the administration of Student Learning Plans.

Questions regarding interpretation of this policy should be directed to:

Office of the Vice-President Academic
1430 Victoria Ave. East
Brandon, MB R7A 2A9
Phone: 204.725.8700 / 800.862.6307
Email: VPAcademic@assiniboine.net

VI. Appeals

Students may appeal a decision made using this policy by following the steps outlined in Policy A01 - Academic and Disciplinary Appeals.

VII. Policy History

Policy Change Date	Details
Approved: June 27, 2016	Replaces Policy A08 Student Evaluation and Progression, effective July 1, 2016.

VIII. Related Policies

Academic and Disciplinary Appeals (A01)
Student Conduct, Behaviour and Discipline (A02)
Academic Accommodations (A03)
Academic Responsibilities (A08-1)
Academic Standards (A08-2)
Evaluation of Student Learning (A08-3)
Grades (A08-4)
Graduation (A08-6)
Maintaining Active Student Status (A10)
Students with Registration Restrictions (A14)
Application and Admission to College Programs (A17)
Retaking of Courses (A18)
Registration, Adding and Dropping Courses (A20)
Student Honesty and Integrity (A25)

July 15/16

Date



President