# THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN

**OKANAGAN SENATE SECRETARIAT**
**Enrolment Services**
**Senate and Curriculum Services**

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**April 28, 2010**

**To:** **Okanagan Senate**

**From:** **Academic Policy Committee**

**Subject:** ***Policy O-300: Academic Standing*** **(approval)**

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The Academic Policy Committee is pleased to recommend the following to Senate:

*Motion:* *That the Senate approve* Policy O-300: Academic Standing.

**THE UNIVERSITY OF BRITISH COLUMBIA**

**OKANAGAN SENATE**
**c/o Enrolment Services**
**Senate and Curriculum Services**

# SENATE POLICY: O-300

Version 1.3

**Number & Title**

O-300: *Academic Standing*

**Effective Date:**

Proposed for implementation 1 May 2010

**Approval Date:**

Expected to be considered on 28 April 2010

**Review Date:**

This policy shall be reviewed five (5) years after approval and thereafter as deemed necessary by the *responsible committee.*

**Responsible Committee:**

Academic Policy

**Authority:**

*University Act, S. 37(1)*

*"The academic governance of the university is vested in the senate and it has the following powers:*

*(c) to determine all questions relating to the academic and other qualifications required of applicants for admission as students to the university or to any faculty, and to determine in which faculty the students pursuing a course of study must register;*

*(d) to determine the conditions under which candidates must be received for examination, to appoint examiners and to determine the conduct and results of all examinations;"*

*S. 40*

*"A faculty has the following powers and duties:*

*(c) subject to this Act and to the approval of the senate, to make rules for the government, direction and management of the faculty and its affairs and business;*

*(d) to determine, subject to the approval of the senate, the courses of instruction in the faculty;*

*(g) to deal with and, subject to an appeal to the senate, to decide on all applications and memorials by students and others in connection with their respective faculties;"*

**Purpose and Goals:**

This policy is designed to:

1) Define the possible academic standings that may be assigned to students as a result of academic performance evaluations; and
2) Provide a mechanism to have faculties set rules for the adjustment of academic standings.

**Applicability:**

This policy is applicable for all degree programs offered by the *University* through faculties at its Okanagan campus.

**Exclusions:**

None.

**Definitions:**

None.

**Policy:**

1) There are three possible academic standings:
    a. Good (also referred to as being "In Good Standing")
    b. Probationary (also referred to as "On Academic Probation")
    c. Failed

2) A student's standing is assigned as a result of academic performance evaluations.

3) Each program shall have regulations for academic performance evaluations in their academic regulations.

4) On initial entry to a program, all students are in Good standing and remain as such unless another standing is assigned, or the student graduates, withdraws from their program, or fails to enroll in one or more courses by the close of registration for a given Winter Session, in which case they cease to be students.

5) Probationary standing is noted on the Student Information System but not on Transcripts of Academic Record. Students will be notified of their probationary standing as quickly as possible following an academic performance evaluation.

6) A student On Academic Probation may have restrictions placed on his or her registration as set out in each program's academic regulations.

7) A student who had been required to discontinue studies, and later successfully appealed for readmission, will be placed On Academic Probation for their first session of studies upon return.

8) A student who receives an academic standing of Failed is required to withdraw from the *University* or their program:

    a. for a set period of time;
    b. until certain requirements set by their faculty are met; or
    c. permanently, based upon the regulations of their program and faculty or under the Advancement Regulations.

9) A student with Failed standing who has not been required to withdraw permanently may only take classes for academic credit for transfer to the *University* at other institutions with the permission of their faculty.

10) An academic standing of Failed shall normally take effect immediately. However, should a Failed standing be assigned to a student after classes have commenced for a term, a student may elect to remain in those courses in which they are enrolled for that term; in such a case the Failed standing and any requirement to withdraw shall take effect at the beginning of the subsequent academic term.

**Calendar Statement:**

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| **Faculty: all**<br>**Department/Unit: n/a**<br>**Faculty/School Approval Date: n/a**<br>**Effective Session: 2010W** | **Date:**<br>**Contact Person: Fred Vogt**<br>**Phone: 250.807.9201**<br>**Email: fred.vogt@ubc.ca** |
| **Proposed Calendar Entry:**<br>Homepage > Policies and Regulations > Academic Assessment > Academic Standing<br><br>**[11153]** There are three levels of academic standing:<br>**[11154]**<br>• In Good Standing;<br>• On Academic Probation; and<br>• Failed.<br>**[11155]** All students on initial entry to the University are In Good Standing. The academic standing of a student may change to On Academic Probation or Failed as the result of academic performance evaluations, as described **in each program's academic regulations.**<br><br>**The purpose of On Academic Probation standing is to raise awareness with the student that he or she is at risk academically so that the student can take corrective action that will improve the likelihood of his or her eventual success. On Academic Probation is noted in the Student Information System but not on official Transcripts of Academic Record. Students will be notified of being placed On Academic Probation as quickly as possible after the end of each term.** | **Draft Calendar URL:**<br>http://okanagan.students.ubc.ca/calendar/proof/edit/index.cfm?tree=3,41,91,0<br><br>**Present Calendar Entry:**<br>Homepage > Policies and Regulations > Academic Assessment > Academic Standing<br><br>**[11153]** There are three levels of academic standing:<br>**[11154]**<br>• *In Good Standing*;<br>• *On Academic Probation*; and<br>• *Failed*.<br>**[11155]** All students on initial entry to the University are *In Good Standing*. The academic standing of a student may change to *On Academic Probation* or *Failed* as the result of academic performance evaluations, as described ~~**below**~~. |

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| **Placements of students On Academic Probation standing are evaluated at the end of each academic term (December, April, and August). It is important to note that a student may be given a Failed standing directly, and that On Academic Probation is not necessary for a Failed standing to result from unsatisfactory academic performance.** | |
| **[11156]** A student On Academic Probation may have restrictions placed on his or her registration as described in each faculty's section on academic regulations (see "Faculties, Schools, and Colleges"). A student who had been required to discontinue studies, and later successfully appealed for readmission, will be placed On Academic Probation. | **[11156]** A student *On Academic Probation* may have restrictions placed on his or her registration as described in each faculty's section on academic regulations (see "Faculties, Schools, and Colleges"). A student who had been required to discontinue studies, and later successfully appealed for readmission, will be placed *On Academic Probation*. |
| **[11157]** A student who receives an academic standing of Failed will be required to discontinue studies **for either a set period of time, until certain requirements are met, or permanently, based upon the academic regulations of the student's faculty.** Normally, the student will be required to discontinue studies at the University starting immediately. However, a student **enrolled** in and attending one or more courses will be permitted to complete those courses if the determination of an academic standing of Failed is only made after the last date for withdrawal without a W being recorded on the transcript. | **[11157]** A student who receives an academic standing of *Failed* will be required to discontinue studies ~~**for 12 months**~~. Normally, the student will be required to discontinue studies at the University starting immediately. However, a student ~~**registered**~~ in and attending one or more courses will be permitted to complete those courses if the determination of an academic standing of *Failed* is only made after the last date for withdrawal without a W being recorded on the transcript. |
| **[11158]** A student appealing to be permitted to continue his or her studies immediately, despite having received an academic standing of Failed, may not register for or attend courses while awaiting the results of their appeal, except as noted above. Therefore, a student On | **[11158]** A student appealing to be permitted to continue his or her studies immediately, despite having received an academic standing of *Failed*, may not register for or attend courses while awaiting the results of their appeal, except as noted above. Therefore, a student *On* |

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| Academic Probation should maintain contact with his or her faculty advisor in case circumstances arise that might adversely affect academic performance. | *Academic Probation* should maintain contact with his or her faculty advisor in case circumstances arise that might adversely affect academic performance. |

**Consultations:**

The following groups have been consulted during the development of this policy:

Enrolment Services
UBC Okanagan Faculties

**History:**

This is the first version of this policy.

**Related Policies:**

None.

**Appendix:**

There is no appendix to this policy.

**Procedures:**

There are no procedures under this policy.