

Policy Name: Satisfactory Academic Progress Policy	Responsible Owner: President	Effective Date: July 28, 2025
Policy Number:	Approval Body: Board of Governors	

A. **POLICY:**

PURPOSE/COMMITMENT:

The purpose of the Satisfactory Academic Progress Policy is to provide direction to students and staff regarding the assessment of student academic performance. This policy is designed to provide opportunities to inform students of their academic standing and allow students to engage institutional tools to improve their academic progress.

DEFINITIONS:

GPA: A student's grade point average in a specific semester. This number is the average of the final grades for courses taken in a given semester.

CGPA: A student's grade point average over the course of their studies at the Institution. This number is the average of the final grades for courses taken during the student's time at the Institution.

RTW: Required to withdraw.

SCOPE:

This policy applies to all students who register in credit bearing academic courses at the Institution. This policy pertains to the overall progress of a student at the Institution, and not to progress within specific courses or programs, which may have their own standards.

POLICY STATEMENT:

Satisfactory Academic Progress is an academic assessment tool that provides feedback to students each semester to inform them on their semesterly academic achievement (GPA), as well as their achievement over the course of their studies (CGPA).

The purpose of this is to ensure students are notified of their academic standing in a timely manner, particularly where their academic progress is not meeting expectations, and allows them to seek academic assistance and engage other institutional support systems. The goal is to ensure students are able to maintain, or return to, good academic standing throughout their studies. As standing reports are designed to permit students to improve their academic standing and engage with academic or other supports, students cannot move more than one step lower in academic standing in a given term. Good academic standing can be recovered in one term.

Satisfactory Academic Performance Criteria

Academic standing is based on the following criteria:

1. A student must have completed at least 9 credits of coursework after their first admission.
2. Only grades assigned at the Institution are contemplated.
3. Only courses with standard letter grades, ranging from A+ to F are included in the calculation.

Good Academic Standing

Students in good academic standing have both a semester GPA and CGPA higher than 2.00 and have completed at least 9 credits of courses work at the Institution.

Academic Alert

Students who have a semesterly GPA and/or a CGPA of less than 2.00 are placed on Academic Alert. Academic Alert is not noted on a student's transcript. The student remains in good academic standing, but this stands as notification to the student regarding the potential shift in their academic standing to probation.

Students on academic alert are notified and provided asked to engage with the Student Responsibility Coordinator to identify useful academic, mental health or other supports that can help the student improve their academic standing.

Academic Probation

Students on Academic Probation have, in the term immediately previous, been on Academic Alert and have a CGPA or semester GPA below 1.67. Students on Academic Probation risk being required to withdraw from the Institution. Students will be required to meet with the requirements set from time to time for students on Academic Probation.

A student that receives a 2.0 GPA in the semester in which they are on academic probation regains their good academic standing.

Students that pass all of their courses and have a GPA of 1.67 or higher; or a student who gets a 2.0 GPA, but fails to achieve a 2.0 in all courses taken that semester are moved to Academic Alert.

Students who fail to achieve a grade of 1.67 will be required to withdraw (RTW).

Appeals and Refunds

Students may appeal their grades through the student grade appeal. Students may appeal a requirement to withdraw. Students appealing an RTW may appeal on the basis of significant hardship. A committee established by the VP Academic will hear these appeals.

Students who have paid in advance for a semester will receive a full refund in the event that they are required to withdraw.

Re-Admission After Being Required to Withdraw

Students may be readmitted after at least one semester away. To return, students are required to submit an Application for Readmission with an application fee after. Students who are readmitted without taking courses elsewhere are readmitted on Academic Probation and subject to the conditions outlined above. Students who have completed course work at another institution in BC that is a member of the BC Transfer System, may bring those courses back to the University. Students who have completed these courses in good Academic Standing will be readmitted on Academic Alert.