

ACADEMIC PROBATION AND REQUIRED TO DISCONTINUE POLICY (COLLEGE)

This policy is the responsibility of the Registrar and was approved by Faculty Senate on June 10, 2002. This policy was modified January 3, 2006, updated January 4, 2010, revised January 21, 2014, revised by Faculty Senate September 28, 2018, and revised October 18, 2019.

POLICY OVERVIEW

This policy outlines the process of academic probation status and required to discontinue status for undergraduate students.

PRINCIPLES

The principles of natural justice, clarity, and transparency undergird this policy.

SCOPE

The policy applies to all undergraduate students.

POLICY STATEMENT

The purpose of an academic probation (AP) or required-to-discontinue (RTD) status is to notify the student that they are currently not on track for successful program completion (i.e., graduation) and to encourage the student to take steps toward achieving academic good standing as soon as possible. Academic good standing requires that a student have a cumulative GPA of at least 2.0, which is the requirement for successful program completion (i.e., graduation).

AP and RTD status takes into consideration the number of credit hours attempted at Briercrest by a student as well as their cumulative grade point average (GPA). AP status is determined after each term, while RTD status is determined only after the winter term.

Credit Hours Attempted	Cumulative GPA for AP status	Cumulative GPA for RTD status
18-30	1.3-1.6	Below 1.3
31-60	1.6-1.8	Below 1.6
61-90	1.8-2.0	Below 1.8
90+	1.9-2.0	Below 1.9

Academic Alert

As a service to encourage students to be proactive in ensuring their academic success, students who attempt 9 or more credit hours in a semester, and who achieve a semester GPA that is below 1.6 (but who are in good academic standing according to their cumulative GPA) will be notified that they are at risk of being on AP or RTD. These students will be strongly advised to connect with the Director of Student Success to discuss a plan and explore available supports and strategies. Other relevant care team members (Residence Director, Athletic coach, Program Coordinator, etc.) will be included in the notification to help facilitate holistic support.

Academic Probation

To assist students in being set up for success, those on AP will be required to affirm a Student Success Contract. This contract will include conditions for the number of credit hours the student is permitted to take, registration in online (CDE) courses, and involvement in co-curricular activities (especially Athletics and Worship Teams). The contract will also require that the student meet with the Director of Student Success to determine a plan and helpful supports (this may or may not include academic coaching).

Required to Discontinue

With an RTD, the student's academic performance raises such significant concern that they are required to take some time off before returning to continue their academic pursuits at Briercrest.* When a student receives their first RTD notice, they will be required to discontinue for the following term (after taking that one term off, the student may request to return). When a student receives another RTD (their second, third, etc.), they will be required to discontinue for a full academic year (after which they may request to return). If the student's request to return is granted, the student will be placed on a Student Success Contract similar to a student on AP.

*Students who receive an RTD may appeal to continue their studies at Briercrest without taking time off. To do so, see the Academic Review and Appeal Process in the College Academic Calendar.

PROCEDURES

The Registrar will notify the student, their Program Coordinator, Residence Director, the Director of Student Success, and other pertinent supervisory staff member (e.g., Athletics Coach, worship team coordinator) of their probationary or required to discontinue status in writing.

The Registrar will assign the appropriate status in the student's file and this status is recorded on the transcript.

APPENDIX A

Related Forms/Policies	Academic Review and Appeal Process (College Academic Calendar)
Where is this policy published	College Academic Calendar (https://www.briercrestcollege.ca/academics/calendar/)
Contact Information	Registrar