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<b>Key Process:</b>	9300 - Delivery, Learning Assessment and Certification
<b>Edition:</b>	2011-09-01
<b>Effective:</b>	2010-09-07
<b>Title:</b>	<b>Academic Standing and Timely Completion</b>

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### **GUIDING PRINCIPLE**

NBCC is dedicated to maintaining high academic standards, and has established an academic assessment process that ensures accurate and consistent recognition of student learning.

### **POLICY STATEMENT**

2.1 NBCC shall provide ongoing support to students, and expects that all students shall take responsibility for their own successful progress throughout their course of studies.

2.2 NBCC shall set the academic standards required to achieve certification in each published Curriculum Standard. Some programs may require additional academic standards specific to their course of studies. Students are advised regarding the expectations of NBCC, certification and other requirements and guidelines with relevant course and program information.

2.3 Regulations for academic advisement and probation ensure the academic standards of NBCC are maintained. Academic standing regulations apply to all students. Academic Standing is reflected by notation on a student transcript of marks.

#### **2.4 Academic Standing**

Based upon academic performance, each NBCC student is assigned an academic standing from the following scale:

2.4.1 Good Standing: This is the default standing assigned to each student upon registration in a program or course. It is maintained by achieving a GPA of 1.0 or

greater.

2.4.2 Academic Probation: A student is placed on Academic Probation when he/she fails to maintain a cumulative GPA of 1.0.

2.4.3 Academic Suspension: A student is placed on Academic Suspension when they have completed one term of Academic Probation (1 year program), or two consecutive terms of Academic Probation (2 year program) and still have not achieved a cumulative GPA of 1.0.

2.5 The Department Head will notify students in writing of any change in their Academic Standing.

2.6 Students have the right to appeal any change in their Academic Standing. (Refer to Policy 9323, Student Assessment and Appeal)

## **2.7 Program Completion**

To ensure that students are achieving success in a timely manner and with appropriate experience within an NBCC learning environment, the following elements must be considered.

2.7.1 Normal Progression: A student who is successfully progressing through a program and will graduate in the number of terms designed for a full time student.

2.7.2 Limitation of Completion: A student has a maximum of seven years to complete their program from the date of commencement of the first course until the completion of the last requirement of the credential.

2.7.3 Residency: A student must obtain a minimum of 50% of their program credits from NBCC to receive an NBCC Certificate or Diploma.