

Title: Academic Standing Policy

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September 14, 2020

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September 14, 2020

Approved By:

☐ Board of Governors

☒ President and Vice
Presidents

1. Purpose

The purpose of this Policy is to define an equitable and transparent framework for assigning Academic Standing for Students based on Sheridan's standards for academic performance.

The Policy outlines how a Student's Academic Standing impacts enrolment status, conditions associated with that status, and determines eligibility to continue in a current program of study.

2. Scope

This Policy applies to all registered full-time and part-time Students in Ontario College Certificate, Diploma, Advanced Diploma, Graduate Certificate and Degree programs.

3. Definitions

Academic Decision - an academic decision is a decision made by the College acting in accordance with academic policies and procedures. Examples of decisions that may be appealed include but are not limited to:

- Sanctions for a breach of the Academic Integrity Policy
- Progression or graduation decisions
- Prior Learning Assessment Review (PLAR) decisions
- Advanced Standing decisions

Academic Standing – the standard used to determine or to measure a Student's eligibility to progress and/or remain in a program. Designations include Good Standing, Graduation Warning, Academic Probation and Academic Suspension.

- **Good Standing (00)** – the Academic Standing of a Student who has met the Program Term GPA requirement(s) and Program Cumulative GPA requirement(s) for continuation in the program.
- **Graduation Warning (GW)** - the Academic Standing of a Student who has met the minimum Program Term GPA requirement(s) but not met the minimum Program Cumulative GPA requirement(s).
- **Academic Probation (AP)** – the Academic Standing of a Student who has not met the minimum required Program Term GPA and Program Cumulative GPA requirement(s).
- **Academic Suspension (SP)** – the Academic Standing of a Student who has been administratively withdrawn from the program for two consecutive terms based on their academic performance

Co-Requisite - A course which must be taken at the same time as another course

Day 10 - means the first 10 business days of the beginning of a semester

Grade Point Average (GPA) – the weighted calculations, using a 4-point system, based on the grade(s) received and the credit value of the course(s) taken.

- Program Term GPA – the Grade Point Average of all courses taken to meet the program requirements for a given term.
- Program Core Term GPA - the Grade Point Average of all core courses taken to meet the program requirements for a given term.
- Program Cumulative GPA – the Grade Point Average of all courses taken to meet the program requirements for all terms.
- Program Core Cumulative GPA - the Grade Point Average of all core courses taken to meet the program requirements for all terms.

Prerequisite - A requirement which must be successfully completed prior to being registered in a course.

Progression – is the standard used to determine or to measure the Student's eligibility to progress and/or remain in the program.

Student – means any individual who is admitted, enrolled or registered for study at Sheridan. Individuals who are active in a program, but not enrolled in classes for a particular term (e.g. on a vacation or coop term) are considered to have a continuing Student relationship and are included in the definition of Student.

4. Policy Statement

4.1 General Principles

Sheridan and its Students share responsibility for a Student's academic success. The Academic Standing Policy is based on the following principles:

- 1) The grading system and Academic Standings should be transparent, fair, and "help Students and graduates achieve success in their fields of practice"¹
- 2) Progression requirements reflect the "learning outcomes of the program"²;
- 3) Students shall be advised of any required sequence of courses, limits on course attempts, or any other restrictions related to Academic Standing and course credits;
- 4) Students shall be advised of how GPA is calculated for progression;
- 5) Students are apprised of their Academic Standing order to make informed decisions in their program planning;
- 6) Students' records accurately reflect their academic performance;
- 7) Students can seek support from the Program Coordinator or Academic Advisor, Student Advisement and/or the Office of the Registrar regarding their academic success; and
- 8) Unless otherwise noted, extenuating circumstances should be handled through the appeal process. See Section 4.6 of Academic Standing Procedure or the Academic Appeals and Consideration Policy and Procedure.

4.2 Academic Standing

Students are deemed to be in Good Standing upon first entry to a program. Courses previously taken at Sheridan, which are not being applied to the Student's current program of study, will have no bearing on the Student's Program GPA or Academic Standing.

Academic Standings are normally issued at the end of each semester. Should a grade change be processed during a term, the Academic Standing will be re-calculated. A change in Academic Standing to 'Academic Probation' or 'Academic Suspension' following Day 10 of class will not be actioned until the end of the current term.

¹ Sheridan College. (2016). *Academic Integrity Policy*, pg.3.

² Postsecondary Education Quality Assessment Board

http://www.pegab.ca/Publications/Handbooks%20Guidelines/FinalMANUAL_CAAT_October2019.pdf. (2019). *Manual for Ontario Colleges*, pg.26.

4.2.1 Good Standing

Students who achieve the minimum GPA requirements will be in Good Standing.

Ontario College Certificate, Diploma, Advanced Diploma, and Graduate Certificate Programs.		
Minimum Program Cumulative GPAs for Progression and Graduation		
Required GPA	Progression	Graduation
Program Term GPA	2.0	n/a
Program Cumulative GPA	2.0	2.0

Degree Program.		
Minimum Program Cumulative GPAs for Progression and Graduation		
Required GPA in	Progression	Graduation
Program Core Term GPA	2.5	n/a
Program Core Cumulative GPA	2.5	2.5
Program Term GPA	2.5	n/a
Program Cumulative GPA	2.5	2.5

4.2.2 Academic Probation (AP)

Students who do not achieve the minimum GPA requirements for progression in their program of study but are above the Academic Suspension threshold will be placed on Academic Probation.

Students who are on Academic Probation are encouraged to not take any more than the prescribed number of courses and must meet specific GPA requirements. Those Students who do not clear the probationary status at the end of the term will be placed on Academic Suspension for two consecutive terms.

4.2.3 Graduation Warning (GW)

Students who have met the specific Program Term GPA requirement(s) but not the minimum Program Cumulative GPA requirement(s) for graduation will be issued a Graduation Warning. Once the minimum requirements for Good Standing have been met, the Student's status will change in accordance with the Academic Standing Procedure.

4.2.4 Academic Suspension (SP)

Academic Suspensions will not be issued to Students in their first semester following admission. This does not apply to Students who have been admitted to the same program for a second time or beyond, or to Students enrolled in a Graduate Certificate program.

Students in an Ontario College Certificate, Diploma, Advanced Diploma, and Graduate Certificate program whose Program Term GPA and Program Cumulative GPA are less than 1.2, will receive an Academic Suspension (SP) from that program for two consecutive terms.

Students in a Degree Program and whose Program Core Term GPA and Program Cumulative GPA are less than 2.0, will receive an Academic Suspension (SP) from the program for two consecutive terms.

4.3 Return after Academic Suspension

Returning to a program after Academic Suspension is subject to availability and current admission requirements in effect at the time of readmission.

Students returning to the same program following an Academic Suspension will return on Academic Probation.

Students whose studies are interrupted for two or more terms will have their earned credits assessed against the current version of the program of study at the time of readmission.³ Refer to [Graduation Policy](#)

Students who do not clear the probationary status at the end of the returning term will be placed on Academic Suspension (SP) for an additional two consecutive terms.

4.4 Subject Prerequisites and Co-requisites

Students may not take any courses for which prerequisites have not been satisfied.

All co-requisite courses must be taken concurrently.

³ Sheridan College (2014). Graduation Policy, pg.2

4.5 Maximum Course Attempts

Students may not attempt any individual course more than 3 times. A withdrawal from a course is not considered an attempt.

The Responsible Offices Shall Be:

Academic Faculty / Office of the Registrar

Contact / Support: Student Advisement- askanadvisor@sheridancollege.ca

Office of the Registrar - infosheridan@sheridancollege.ca

Responsible Executive – Provost and Vice President, Academic

5. Related Documentation (Procedures/Additional Policies/Forms)

[Academic Standing Procedure](#)

[Academic Appeals and Consideration Policy](#)

[Academic Appeals and Consideration Procedure](#)

[Requisite Change Form \(*form to be updated*\)](#)

[Academic Freedom Policy](#)

[Academic Integrity Policy](#)

[Academic Integrity Procedure](#)

[Admission Policy](#)

[Admission Procedure](#)

[Credit Transfer Policy](#)

[Credit Transfer Procedure](#)

[General Education Policy](#)

[General Education Procedure](#)

[Grading Policy](#)

[Grading Procedure](#)

[Graduation Policy](#)

[Degree Breadth Policy](#)

[Prior Learning Assessment and Recognition \(PLAR\) Policy](#)

[Prior Learning Assessment and Recognition \(PLAR\) Procedure](#)

[Student Assessment and Evaluation Policy](#)