

Policy Title:	Promotion and Graduation Policy
Policy Number:	4009
Sponsor:	Vice President - Academic
Contact:	Registrar
Approved by:	Academic Council
Date:	March 21, 2024
Next Review Date:	July 15, 2026

1. Purpose

The Promotion and Graduation Policy outlines the University standard for progression from one level to the next within a program of study and for eligibility to graduate from a program of study.

2. Policy Statement

Promotion - In order to move from one level to the next within a program of study, a student must complete their current term with an academic standing of Good Standing, Academic Alert, or Academic Probation as defined in the Academic Standing policy. Student with Academic Suspension or Required to Withdraw status are not eligible to progress within their program of study. In addition, students must meet any additional progression requirements for their program of study as outlined in the Academic Calendar. Individual courses may also have pre-requisite conditions that must be satisfied prior to enrollment in the course.

Graduation - To be eligible to graduate from a program of study, a student must be in Good Academic Standing as defined in the Academic Standing policy. In addition, a student must satisfy all graduation requirements for their program of study as outlined in the Academic Calendar in effect at the time of admission, unless alternate requirements have been approved in writing by the Associate Dean. A student must have paid all outstanding fees to the University to be eligible to graduate.

3. Scope

This policy relates to all students that register in an undergraduate or graduate program of study at the University. The policy refers to a student's performance in their program of study.

4. Definitions

Word/Term	Definition
Academic Alert	A notification in writing that a student's cumulative Grade Point Average has slipped below satisfactory levels and that improvement is required if the student is to avoid Academic Probation.

Academic Probation	A state of limited registration privileges arising from unsatisfactory academic performance as evidenced by a cumulative Grade Point Average (CGPA) below the minimum required for good standing.
Academic Suspension	Indicates that the student is not meeting academic requirements. Suspension lasts for at least one term, after which the student may re-enter the program provided all conditions have been met
Good Academic Standing	Students who maintain the minimum required CGPA for their program of study remain in Good Standing. All students on initial entry to the University are in Good Standing.
Graduation	Recognition of completion of a program of study with all requirements having been satisfied.
Promotion	Eligibility to proceed from one level to the next as defined within a program of study.
Required to Withdraw	The academic status assigned when a student has not satisfied the program requirements for continuation of study and/or has more than the allowed number of F (fail) grades.

5. Related Policies

Academic Standing Policy.
Grades Scale, Calculations and Evaluation Policy.

6. Responsibility

The student is responsible to be aware of all progression and graduation requirements for the program of study that they are enrolled in.

The Registrar is responsible for the implementation of the Policy.

The Registrar approves students for graduation, on the advice of the Associate Dean, based on a student's completion of the program requirements.