

Academic Standing

The academic standing of a student will form part of his or her permanent academic record and will appear as a notation on statements of grades and official transcripts.

The academic standing for all students who have completed a minimum of 9.0 semester credit hours, and who are enrolled in programs in which letter grades are assigned, will be determined at the end of each semester.

All students attending KPU are expected to maintain an acceptable standard of academic achievement. For programs in which letter grades are assigned, a minimum Cumulative Grade Point Average (CGPA) of 2.00 is expected. Failure to meet this minimum academic standard will result in corrective action and can lead to permanent withdrawal from KPU.

Students who do not maintain a Cumulative Grade Point Average (CGPA) of 2.00 must thereafter achieve a Term Grade Point Average (TGPA) of 2.00 or better each semester until their CGPA is again 2.00 or above. Students who do not achieve this standard will progress through the Academic Status reviews as detailed below, from Academic Warning to Academic Probation to Required to Withdraw to Readmitted on Academic Probation to Academic Suspension.

For a description of grades and GPA calculations, see the **Grades** section of the University Calendar. Also see **Policy ST6 Minimum Academic Standards for Programs in Which Letter Grades Are Assigned**. All KPU Policies can be viewed at kpu.ca/policies

GOOD ACADEMIC STANDING

All students are assumed to be in Good Academic Standing unless stated otherwise on their academic record.

DEAN'S HONOUR ROLL

A full-time student in a semester-based or term-based program who has completed 15.0 or more semester credit hours at KPU and who has a Cumulative Grade Point Average (CGPA) of 3.75 or better and a Term Grade Point Average (TGPA) of 3.50 or better for the semester being evaluated, will be placed on the Dean's Honour Roll. For a description of grades and GPA calculations, see the **Grades** section of the University Calendar.

A student in a program for which letter grades are not assigned may be placed on the Dean's Honour Roll at the completion of their program upon the recommendation of the program coordinator or instructor in recognition of outstanding achievement or performance.

KPU's Deans will send a letter of commendation to each student placed on the Dean's Honour Roll.

See **Policy AR5, Dean's Honour Roll**, for details. All KPU Policies can be viewed at kpu.ca/policies

ACADEMIC WARNING

A student who has completed a minimum of 9.0 semester credit hours and has achieved a Cumulative Grade Point Average (CGPA) of less than 2.00, will be placed on Academic Warning. Students will remain on Academic Warning until they have attempted 18.0 semester credit hours. A student on Academic Warning may not repeat a course for which a grade of C or better has been assigned.

ACADEMIC PROBATION

A student who has been on Academic Warning, has completed a minimum of 18.0 semester credit hours and has achieved a Cumulative Grade Point Average (CGPA) of less than 2.00, will be placed on Academic Probation. Students will remain on Academic Probation until they have attempted 27.0 semester credit hours. A student on Academic Probation may not repeat a course for which a grade of C or better has been assigned.

REQUIRED TO WITHDRAW

A student who is on Academic Probation and who has completed a minimum of 27.0 semester credit hours and whose Term Grade Point Average (TGPA) and Cumulative Grade Point Average (CGPA) are both less than 2.00 will be referred to KPU's President for a decision as to whether:

1. the student shall be Required to Withdraw for a period of not less than six (6) months, or
2. other action should be taken.

Students who are required to withdraw are not permitted to enrol in undergraduate courses, but may, where applicable, enrol in preparatory courses during their six (6) month required to withdraw period.

RE-ADMISSION ON ACADEMIC PROBATION

A student who has been Required to Withdraw may appeal for re-admission to KPU for a term which begins at least six (6) months after the student was required to withdraw. The Application for Re-admission must be submitted by the application deadline for the term for which the student is applying, and must be accompanied by an Educational Plan. The Educational Plan must include:

- The reasons for the poor performance
- The steps taken or that will be taken to rectify the problem(s)
- The major activities since leaving the University
- An official transcript of any courses taken elsewhere during the required to withdraw period
- Any activities undertaken to upgrade academically or improve study skills
- Educational goal, including reasons for changing or not changing the goal

Letters of reference from employers or instructors may be included.

Applications and Educational Plans will be accepted no more than one month prior to the application deadline unless the student has already been away from KPU more than six months. Late applications or late Educational Plans will not be accepted due to the time required for review.

The appropriate Director (or designate) will review the Educational Plan. The student may be required to discuss it further, by telephone or in an interview, with the Director (or designate), or may be referred to Counselling. Once the Educational Plan is complete, the Director (or designate) will confirm whether re-admission to KPU on Academic Probation has been granted. If re-admission is granted, the student must have completed a minimum of 36.0 semester credit hours before further action will take place.

Academic Suspension

A student who has been re-admitted on Academic Probation and has completed a minimum of 36.0 semester credit hours and whose Term Grade Point Average (TGPA) and Cumulative Grade Point Average (CGPA) are both less than 2.00 will be referred to KPU's President for a decision as to whether:

1. The student shall be placed on Academic Suspension for a minimum of one (1) year, or
2. Other action should be taken.

Students who are on Academic Suspension are not permitted to enrol in undergraduate courses, but may, where applicable, enrol in preparatory courses during their one (1) year suspension period.

Re-Admission on Academic Suspension

A student who has been placed on Academic Suspension may apply for re-admission to KPU for a term which begins after one (1) year has transpired. The Application for Re-admission must be submitted by the application deadline for the term for which the student is applying, and must be accompanied by an Educational Plan. The Educational Plan must include:

- The reasons for the poor performance
- The steps taken or that will be taken to rectify the problem(s)
- The major activities since leaving the University
- An official transcript of any courses taken elsewhere during the academic suspension period
- Any activities undertaken to upgrade academically or improve study skills
- Educational goal, including reasons for changing or not changing the goal

Letters of reference from employers or instructors may be included.

Applications will be accepted no more than one month prior to the application deadline. Late applications or late Educational Plans will not be accepted due to the time required for review.

If re-admission is granted, the student will be re-admitted in Good Standing and will be advised to consult with an Educational Advisor regarding a future program of studies.

ACADEMIC RENEWAL

KPU is committed to providing its students with opportunities to succeed in their academic studies. For various reasons, not all students are able to avail themselves of these opportunities when they are initially enrolled at KPU. A student who has not been enrolled at KPU for a minimum of five (5) years and who had a Cumulative Grade Point Average (CGPA) of less than a 2.00 at the end of the last term of attendance may apply in writing to have grades earned for all courses (including those passed) taken previously at KPU eliminated from the computation of their Cumulative Grade Point Average (CGPA). These courses and grades will appear on statements of grades and unofficial and official transcripts. Academic Renewal may only be requested once and will be granted at the discretion of the Registrar or designate.

Students will be advised that other post-secondary institutions may or may not recognize Academic Renewal and may include these courses in their GPA calculations when determining eligibility for transfer.

See **Policy ST12, Academic Renewal**, for further detail. All KPU Policies can be viewed at kpu.ca/policies