

Policy Title: Academic Standing and Progression Policy

Policy ID: 2-203

Approved by: Vice President, Academic

Executive(s) Responsible: Vice President, Academic

Administrator(s) Responsible: Academic Director

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Next Review Date: July 2027

Background and Scope

Treas Institute (The College hereafter) is committed to delivering high-quality education and fostering a learning environment that promotes excellence. The College is committed to supporting students in successfully completing their programs of study by implementing a fair, transparent, and effective process to monitor student progression. This policy applies to all students and staff at The College.

Purpose of the Policy

This policy describes the consequences to the student should they fall below thresholds of good academic standing. Progression from one level or step in the program is a result of good academic standing. The Academic Standing and Progression Policy outlines the minimum requirements necessary to progress from one level to the next and the academic requirements for graduation. The thresholds are significant to identify underperforming students who need additional support.

Definitions

Good Academic Standing: *A status assigned to students who meet or exceed the minimum academic requirements.*

Academic Probation: *A warning status assigned to students who fail to meet the minimum academic requirements, indicating the need for improvement.*

Academic Suspension: *A status assigned to students who fail to meet the minimum academic requirements while on probation, resulting in a temporary dismissal from the institute.*

Level: Refers to a stage in a student's program of study. These stages segment the program into units, typically by term or year.

Policy Statements

1. Students must be in good academic and financial standing to progress from one term of study to the next.
2. Students must be in good academic and financial standing upon completing their program of study to graduate and receive their credentials.
3. To remain in good academic standing, students must maintain an overall grade percentage of 60% or higher in their course of study.
 - 3.1. Students whose cumulative grade average falls below 60% at the end of the term will be placed on academic probation for the following term.
 - 3.2. Students who do not achieve a cumulative term average of 60% or higher during their probationary term will be suspended for one term. This will allow them to reassess their approach to their studies and prepare for success on their return.
 - 3.3. Students who do not achieve a cumulative average of 60% or higher in the term following their suspension must meet with student success and consider their options moving forward. This could include retaking courses. Students will be Administratively withdrawn due to unsatisfactory academic performance if the student does not demonstrate significant improvement and academic progress in subsequent terms.
 - 3.3.1. Generally, if students fail multiple (3) courses after having been given multiple opportunities to receive support from student success the Academic Director may initiate a withdrawal request due to unsatisfactory academic performance.
4. Students on academic probation are subject to all applicable College policies including academic integrity policies and procedures. Instances of academic misconduct do not directly impact academic standing but have indirect impacts through sanctions affecting grades in assessments and courses. Please see the academic integrity policy and procedure for more details.
5. Students placed on academic probation must meet with a student success advisor to reflect on their studies and identify the proximate and ultimate causes of their poor performance. See the academic advising policy and procedure for more details.
 - 5.1. Proximate causes of low academic achievement in a term are identified by reviewing grades within courses. Examples of proximate causes include failure of a final exam, unsuccessful practica and poor attendance.

- 5.2. Ultimate causes are deeper phenomena which contribute to the presentation of poor academic performance. Examples of ultimate causes include a lack of understanding of citation practices, poor study habits, low motivation, and physiological or psychological ailments.
- 6. Students on probation should work with student success staff to develop personal learning plans to address or mitigate the ultimate causes of poor academic performance.
 - 6.1. The student success advisor may need to involve other departments and services, such as accessibility or student relations, to support students with difficulties beyond the scope of their role.
 - 6.2. Personal learning plans should be signed by the student and student success advisor, dated, and kept on file for future reference and to instill accountability.
 - 6.3. Students on academic probation are expected and encouraged to engage with the college’s tutoring services and attend student success workshops throughout the term.
- 7. Students have the right to appeal an academic suspension. They may do so in accordance with the academic appeal policy and procedure. When filing an appeal, student success staff must advise students on their rights and responsibilities.
- 8. Students administratively withdrawn for academic reasons may apply for reinstatement as per the withdrawal and expulsion policies.
- 9. Student Success will maintain records of academic standing in the student file in collaboration with the registrar’s office and in accordance with privacy regulations.

Document History

Date	Approval/Review/Key Change(s)
July 25 th	Revision led by GUS Academic Excellence