

Policy Title:	Part-time Student		
Category:	<input type="checkbox"/> Institutional - Board	<input checked="" type="checkbox"/> Academic - Administrative	
	<input type="checkbox"/> Institutional - Administrative	<input type="checkbox"/> Employment - Administrative	
Approved by:	<input type="checkbox"/> Board	<input checked="" type="checkbox"/> President	
Date approved:	August 30, 2018	Effective date:	August 30, 2018
Policy Sponsor:	Vice President, Academic	Date last reviewed:	August 30, 2018
Date of Mandatory Review (expiry date)	August 2023	Date of last revision of Procedures	April 10, 2010

1 POLICY

1. A part-time student is a student enrolled at CMCC for less than 60% (or 40% for a student with a disability) of a full-time student load in the following circumstances:
 - a. upon the recommendation of the Student Promotion Committee, a student who has failed a course(s) may repeat that course(s) on a part-time basis.
 - b. upon the recommendation of the Vice President, Academic, in cases where a student is unable to continue in the program on a full-time basis due to personal/health reason.
 - c. upon the recommendation of the Vice President, Academic, to meet course requirements needed to transfer into the program from another accredited chiropractic program.
2. A part-time student in the undergraduate program is responsible for maintaining competence in psychomotor skills and related academic fields through a program arranged by the Vice President, Academic.
3. A student accepted as a part-time student is subject to all CMCC policies.
4. A part-time student will be required to pay a pro-rated tuition fee based on the number of credits for which they are enrolled, and all auxiliary fees as set out in the Academic Calendar for that year.

2 PURPOSE

To provide accommodation for students on a part time basis, under special circumstances.

3 SCOPE

All students.

4 INFORMATION AND COMPLIANCE PLANS

N/A

5 RELATED POLICIES (not a comprehensive list)

- Program Completion – Graduate Studies Chiropractic Residency Programs
- Program Completion – Undergraduate
- Undergraduate Student Transfer

6 DEFINITIONS

N/A

<p>New Policy Approved (date): March 5, 2009</p> <p>Policy Revision History (dates): April 10, 2010 June 29, 2017 May 31, 2018 August 30, 2018</p>
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-----**END OF POLICY**-----

7 PROCEDURES

Proper authorization must be obtained for registration on a part-time basis.

<p>New Procedure (date): March 5, 2009</p> <p>Procedure Revision History (dates): April 10, 2010</p>
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8 ATTACHMENTS

None