

Policy Title:	Student Promotion – Undergraduate		
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:	June 29, 2017	Effective date:	June 29, 2017
Policy Sponsor:	Vice President, Academic	Date last reviewed:	June 29, 2017
Date of Mandatory Review (expiry date)	June 2022	Date of last revision of Procedures	N/A – no change

1 POLICY

1. Years I, II and III:

- a. Students are eligible to advance to a higher year of study when all components of the preceding year are successfully completed, or when, at the discretion of the Student Promotion Committee, arrangements are made to allow for completion of a failed course(s).
- b. A student enrolled in Year I, II or III must pass the end-of-year OSCE in order to proceed to the subsequent year. Students have a maximum of two opportunities to sit the OSCE, the first examination and one supplemental.
- c. A student enrolled in Year I, II, or III who, after supplemental privileges, fails a course(s) and whose post-supplemental yearly GPA is less than 1.70 will be considered to have failed the year and will be withdrawn from the program.

2. Year IV:

- a. A student enrolled in Year IV must have passed all courses, all components of the clinic exit examination, and have a minimum cumulative GPA of 2.00 in order to be eligible to graduate.
 - b. The satisfactory completion of Year IV includes all quantitative and qualitative requirements of CE 4405.
3. Students who, for any reason, interrupt their full-time study, will be subject to additional requirements to ensure maintenance of clinical skills.

2 PURPOSE

To outline the academic benchmarks by which students may progress through the degree program.

3 SCOPE

Undergraduate students.

4 INFORMATION AND COMPLIANCE PLANS (not a comprehensive list)

- Postsecondary Education Quality Assessment Board (PEQAB) Handbook for Private Organizations 2017, Degree Program Quality Review Standards 7.2., 2. (Admission, Promotion and Graduation)

5 RELATED POLICIES (not a comprehensive list)

- Academic Accommodation for Students with Disabilities
- Academic Standing and Status
- Grades
- Graduation
- Part-time Student
- Program Completion – Undergraduate
- Withdrawal and Refund

6 DEFINITIONS

The OSCE (Objective Structured Clinical Examination) is a comprehensive clinically based assessment that draws upon material taught up to that point in the curriculum. The OSCE is designed to assess a student's overall preparedness for entry into the next year of study, and students must successfully complete the examination before proceeding further in the program. The OSCE may be administered as a stand-alone examination, or within the curriculum of a specific course.

New Policy Approved (date):

From Promotion and Graduation Regulations – Promotion Policy – June 25, 2009

Policy Revision History (dates):

February 28, 2013

February 27, 2014

Student Promotion Policy - October 27, 2016

Student Promotion – Undergraduate – June 29, 2017

-----**END OF POLICY**-----

7 PROCEDURES

1. Years I, II and III

- a. A student enrolled in Year I, II or III who, after supplemental privileges, fails a course(s) will have their circumstances reviewed by the Student Promotion Committee (see Appendix A).
- b. The Student Promotion Committee will consider the student's past academic performance, any exceptional circumstances and the course content and weighting of the failed course(s).

- c. The Student Promotion Committee will recommend to the Vice President, Academic, the Dean, Clinics and the Registrar whether the student should remain in the program and what steps must be taken before the student may continue in the program. Such steps will be provided to the student in writing.

2. Year IV

- a. A student enrolled in Year IV who, after supplemental privileges, fails to pass any component of CE4405 or other Year IV course will have their circumstances reviewed by the Student Promotion Committee to determine eligibility for graduation.
- b. The Student Promotion Committee will consider the student's past academic performance, any untoward circumstances, and the course content and weighting of the failed course(s). The Student Promotion Committee will recommend to the Vice President, Academic, the Dean, Clinics and the Registrar what steps must be taken for the student to be eligible to graduate. These steps will be communicated to the student in writing.

New Procedure Approved (date):

June 25, 2009

Procedure Revision History (dates):
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8 ATTACHMENTS

Terms of Reference