

Procedure Information	
Related to Policy No:	E-1.03
Approved by:	Education Council
Approval Date:	June 25, 2019
Date of Next Review:	June 2024

## ACADEMIC STANDING PROCEDURES

### Definitions

1. Term Grade Point Average (TGPA)  
The GPA of the final grades for all credit courses taken within the defined period.
  
2. Cumulative Grade Point Average (CGPA)  
The GPA of the final grades for all credit courses taken since first admission to the College.
  
3. Required to Withdraw (RTW)  
Required to Withdraw.

### Procedures: Definition and Role

#### Academic Performance Assessment Criteria

The College of New Caledonia will assess Academic Standing based on the following criteria:

- a) Upon completion of 9 credits of course work after the first admission to CNC, and every term thereafter
- b) Using only grades assigned by the College of New Caledonia
- c) Using only standard letter grades A+ through F

#### Academic Standings

##### 4. Good Academic Standing

Students at the College of New Caledonia are deemed to be in Good Academic Standing if both their TGPA and CGPA are 2.0 or higher

“Good Academic Standing” is recorded on the student’s permanent student record and may be noted on the student’s academic transcript for each term where this standing is granted.

Until such time that a student has completed nine credits at the college, there is no Academic Standing evaluation completed for the student and “Good Academic Standing” will appear on their student record and may be noted on their student transcript.

Subsequently, academic standing will be evaluated at the completion of every term.

#### 5. Academic Alert

Students who achieve a TGPA and/or CGPA of less than 2.0 are placed on Academic Alert. "Academic Alert" is listed on the student's permanent record but is not noted on the student's academic transcript which may show "Good Academic Standing".

The academic alert standing is designed to provide students with an early warning regarding the potential change in status from "Good Academic Standing" to "Academic Probation". This early warning is provided to encourage students to seek out services, at the College and elsewhere, to support their learning.

#### 6. Academic Probation

Students who achieve a CGPA of less than 1.67, and who have been or are currently on Academic Alert, are placed on Academic Probation. "Academic Probation" will appear on the student's permanent record and may be noted on the student's academic transcript.

#### 7. Required to Withdraw

Students on Academic Probation will be required to withdraw (RTW) if they achieve a CGPA of less than 1.59 and a TGPA of less than 1.67. The "Required to Withdraw" will appear on the student's permanent record and may be noted on the student's academic transcript.

Students with RTW status are required to withdraw from the College of New Caledonia for a minimum of one term (Fall or Spring). Students who have registered for a subsequent term but who are RTW will be deregistered from that term and refunded their fees in full.

Students who are RTW:

- a) May not enroll in any part-time CNC courses, nor are they admissible to any other College of New Caledonia full-time or part-time certificate or diploma programs (except for academic upgrading and CE non-credit courses).
- b) Will have any current admission offers revoked.
- c) May apply for re-admission after a minimum of 1 term using the application process.

#### 8. Re-Admission After Required to Withdraw Status

Following a RTW status, students are required to reapply to the institution with the required application fee. Students returning from a RTW status are readmitted with Academic Probation standing and are subject to the conditions of Academic Probation.

Students who were RTW and are returning to the College of New Caledonia after more than three years' absence may request that the Registrar assess their academic standing for their first term of return independent of their previous academic standing.

## Related Policies

Grading & Evaluation of Student Performance Policy # E -1.22

Student Course Load GPA Policy #E-1.28

## Procedure Amendment Log

Amendment Number:	Date:
0	June 2011
1	June 25, 2019
2	