

Policy Title: Academic Standing and Status

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:	March 30, 2023	Effective date:	June 1, 2023
Policy Sponsor:	Dean, Undergraduate and Graduate Education	Date last reviewed:	March 30, 2023
Date of Mandatory Review (expiry date):	March 2028	Date of last revision of Procedures:	March 30, 2023

1. POLICY

- Students enrolled in an academic program will be assigned an academic status at the time of registration for a designated academic year. Such status will be noted on their Grade Report and/or Transcript, accordingly:

Registered Full-time: the student is registered in 60-100% (or 40-100% for a student with a disability) of the total credits designated in the academic year of the program.

Registered Part-time: the student is registered in 59% or fewer (or 39% or fewer for a student with a disability) of the total credits designated in the academic year of the program.

Registered Non-degree/diploma: the student is registered in a designated number of courses in the academic year of the program, but does not earn academic credit toward a CMCC degree or diploma.

Promoted: the student has been promoted into the subsequent year of the academic program, but has not yet registered.

Leave of Absence: the student is not registered and is on an approved Leave of Absence from an academic program

Withdrawn (Voluntary): the student voluntarily withdrew from the program.

Withdrawn (Administrative): the student was withdrawn by the institution for academic failure or for academic/non-academic offences.

Suspended: the student was suspended from the academic program for a designated period for academic/non-academic offences

Graduated: the student completed the requirements of and graduated from the designated academic program.

2. Students will earn an academic standing upon completion of each academic year, which is denoted on their grade report, as follows:

Honours: standing earned for academic excellence, when all assessments are complete and a minimum post-supplemental, end of year GPA of 3.70 or greater is achieved.

Good Standing: standing earned when all assessments are complete and a minimum post-supplemental, end of year GPA is achieved. A minimum GPA of 2.0 is required for undergraduate programs. A minimum GPA of 3.0 is required for Graduate Studies Chiropractic Residency Programs.

Academic Probation: standing earned when a student's post supplemental, cumulative end of year GPA is less than the minimum GPA required for Good Standing, provided that the student is still eligible for enrollment.

No Standing: standing assigned when a student does not complete the designated academic year.

3. Undergraduate students on academic probation must achieve a yearly GPA of 2.50 in the following year of study and must maintain this until their cumulative GPA reaches the 2.0 necessary for graduation. Failure to do so will result in the student being withdrawn for academic failure.
4. Graduate Studies Chiropractic Residency Program students on academic probation must achieve a yearly GPA of 3.30 in the following year of study and must maintain this until their cumulative GPA reaches the 3.0 necessary for graduation. Failure to do so will result in the student being withdrawn for academic failure.
5. Students enrolled in a degree or diploma program must maintain continuous status of either full time or part time, or Leave of Absence within the provisions of the Program Completion policy for their academic program.
6. CMCC may consider and grant requests by students to change their registration status in the Graduate Studies Chiropractic Residency Programs.

2. PURPOSE

To identify the registration and academic achievement levels of students.

3. SCOPE

All students.

4. INFORMATION AND COMPLIANCE PLANS (not a comprehensive list)

- Council on Chiropractic Education Canada (CCEC) Program Standards for the Doctor of Chiropractic Degree Program – Canada
- Council on Chiropractic Education (CCE) Accreditation Standards
- Postsecondary Education Quality Assessment Board (PEQAB) Handbook for Private Organizations

5. RELATED POLICIES (not a comprehensive list)

- Accommodation for Students with Disabilities
- Grades
- Graduation
- Leave of Absence
- Part-time Student
- Program Completion – Graduate Studies Chiropractic Residency Programs
- Program Completion – Undergraduate
- Student Promotion – Graduate Studies Chiropractic Residency Programs
- Student Promotion – Undergraduate
- Withdrawal and Refund

6. DEFINITIONS

Academic standing is defined as the student's standing relative to completion of the requirements of the academic program in which they are registered.

Academic status is defined as the student's status in the academic program relative to the registration cycle within or outside of a given academic year.

GPA is defined as the grade point average, calculated by applying credit weighting to grades earned in each course.

New Policy Approved (date):	Academic Status Policy - June 1, 2010
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Policy Revision History (dates):	Academic Standing and Status – February 25, 2016 April 27, 2017 May 31, 2018 March 30, 2023
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-----**END OF POLICY**-----

7. PROCEDURES

1. An academic status is assigned on a student's academic record at the time of registration and is subject to change depending on the student's registration status in the program at a given point in time.
2. An academic standing is assigned on a student's academic record upon completion of the requirements for the designated year of study in the academic program, or when the student leaves the program (i.e., withdrawal, suspension, leave of absence).
3. At the end of the academic year a letter detailing the student's standing and any related commendations or conditions will be provided to the student.
4. A memo from the Registrar's office will be circulated to the relevant departments regarding a change in the student's status.
5. Students enrolled in the Graduate Studies Chiropractic Residency Programs who wish to change their academic status from full-time to part-time, or vice versa, may request to do so in writing to the Director, Graduate Studies. The change in status will be reviewed and approved, if applicable, by both the Director, Graduate Studies and the Registrar.
6. Students enrolled in the Graduate Studies Chiropractic Residency Programs who wish to retain their academic status but transfer that status to a different Graduate Studies Chiropractic Residency Program specialty may request to do so no later than six months following the program start date. Requests will be reviewed and approved, if applicable, by both the Director, Graduate Studies and the Registrar.

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8. ATTACHMENTS

None.