

Monitoring Academic Progress and Exclusion - Academic Policy



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1. Purpose of policy

The aim of this policy is to provide a transparent and equitable set of principles that describe the University's approach to supporting students to maintain satisfactory academic progress and to identifying those students who require additional intervention.

The University recognises that there may be many factors which can affect a student's academic progress, especially for first year students making the transition to tertiary study. Early intervention reduces the risks to students of not achieving a satisfactory level of academic progress.

In the case of international students, the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (the 'National Code') requires the University to implement an intervention strategy for any student who is not meeting satisfactory progress requirements in their studies, and this approach is adopted as good practice for all USC students.

In the event that a student does not achieve a satisfactory level of academic progress, the University may set conditions on the student's continued enrolment or the student may be excluded from continuing their studies.

This policy should be read in conjunction with the Monitoring Academic Progress and Exclusion – Procedures.

APPROVAL AUTHORITY

Academic Board

RESPONSIBLE OFFICER

Deputy Vice-Chancellor (Academic)

DESIGNATED OFFICER

Director, Student Services and Engagement

FIRST APPROVED

31 March 2015

LAST AMENDED

2 January 2018

EFFECTIVE START DATE

15 July 2015

REVIEW DATE

17 July 2020

STATUS

Active

2. Policy scope and application

2.1 This policy applies to all students enrolled in coursework programs of the University, including Bachelor Honours (Embedded Four Year) programs.

2.2 This policy does not apply to students enrolled in Bachelor Honours (End-on) or Bachelor Honours (Embedded Differentiated Pathway) – refer to the Bachelor Honours Degree – Procedures.

2.3 This policy does not apply to candidates for higher degrees by research – refer to Higher Degrees by Research Candidature - Procedures.

3. Definitions

Please refer to the University's Glossary of Terms for policies and procedures.

4. Satisfactory academic progress

4.1 A satisfactory level of academic progress is evidenced primarily by the grades achieved for the courses in which a student is enrolled and by a student's Grade Point Average (GPA).

4.2 A Program Outline approved by Academic Board may require students to meet other criteria to demonstrate satisfactory academic progress specific to that program, such as criteria related to professional standards for accreditation.

5. Monitoring academic progress (MAP)

5.1 The University recognises that it is important to identify and advise students whose performance might benefit from a range of intervention strategies. Students are expected to seek assistance proactively when needed from the relevant support service as early as possible and it is intended that both the student and the University will work together to ensure appropriately specified support.

5.2 The University will monitor student academic progress systematically, with an emphasis on early intervention. The Monitoring Academic Progress (MAP) and Exclusion – Procedures detail three stages:

MAP Stage 1 – Early intervention

MAP Stage 2 – Monitored enrolment status

MAP Stage 3 – Consideration for exclusion.

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6. Exclusion and Appeals

6.1 Exclusion terminates a student's enrolment at the University. A student who is excluded is not permitted to attend classes, access teaching resources or undertake study in the program from which they were excluded, for a specified minimum period.

6.2 Students identified in MAP Stage 3 will be given the opportunity to 'show cause' why they should not be excluded.

6.3 A student who is excluded may appeal an exclusion decision.

7. Readmission after exclusion

7.1 A student who is excluded may apply for readmission to the program from which they were excluded, providing that at least one year has elapsed since the exclusion.

7.2 A student who is excluded may apply for transfer into an alternative program within the University.

7.2 Applications for readmission after exclusion should include evidence to confirm that the circumstances that lead to the exclusion have been resolved to the satisfaction of the University.

END

RELATED DOCUMENTS

Bachelor Honours Degree - Procedures
Enrolments and Graduation - Procedures
Grades and Grade Point Average (GPA) - Academic Policy
Higher Degrees by Research Candidature - Procedures
Monitoring Academic Progress and Exclusion - Procedures
Student Grievance Resolution - Governing Policy
Student Grievance Resolution - Procedures
Student Review and Appeals - Procedures
Work Integrated Learning - Academic Policy
Work Integrated Learning (Placement) - Procedures

LINKED DOCUMENTS

Monitoring Academic Progress and Exclusion - Procedures

RELATED LEGISLATION / STANDARDS

Education Services for Overseas Students Act 2000
National Code of Practice Providers of Education ... Overseas Students