



ACADEMIC STANDING POLICY			
Policy Type	Academic	Initially Approved:	April, 2024
Policy Sponsor	Provost, VP Academic	Last Revised:	Oct. 2024
Administrative Responsibility	Executive Director, Enrolment Management and Registrar	Review Scheduled:	2029
Approver	General Faculties Council		

A. Purpose

The purpose of this policy is to establish standards regarding current academic standing regulations for undergraduate (excluding School of Education) and seminary students at Ambrose that relates to a student’s eligibility to register in credit courses; continue in their program; and to graduate from a program.

Ambrose is committed to maintaining high academic standards, promoting student success, and providing academic supports to students who have difficulty meeting academic requirements.

B. Scope

The policy applies to all students at Ambrose excluding School of Education.

C. Definitions

“Academic Intervention” is assigned to students who have not met academic requirements within a course in the School of Education and is used to identify challenges and create a plan to improve academic success. Academic intervention is not noted on the student’s official transcript.

“Academic Misconduct” refers to all instances of academic dishonesty. It includes any behaviour that undermines the University's ability to evaluate fairly students' academic achievements, or any behaviour that a student knew, or reasonably ought to have known, could gain them or others unearned academic advantage or benefit. Whether or not a student intended to commit academic misconduct is not relevant for a finding of academic misconduct. (Examples: plagiarism, cheating, accessing unauthorized assistance, buying or otherwise obtaining term papers or assignments, contributing to academic misconduct, falsifying, fabricating, misrepresenting, or forging an academic record or document, damaging, tampering or interfering with the scholarly environment, misrepresentation of personal identity or performance, unauthorized use of intellectual property, violations of specific course requirements, failure to comply with exam regulations applied by the Registrar.)

“Academic Probation” is assigned to students who have completed eighteen credits but have not met academic requirements within a certain semester.

“Academic Rustication” is assigned in the School of Education when students are required to step down from the program for a period of up to a year. Academic rustication is noted on the student’s official transcript.

“Academic Standing” refers to matters such as continuation in a program, graduation and academic suspension of a student and is generally calculated within 14 days of a semester concluding.

“Academic Suspension” is removal of a student from Ambrose for a minimum of twelve months from the date of suspension.

“Expulsion” is permanent removal of a student from Ambrose for academic or non-academic causes. Expulsion is permanently noted on a student’s official transcript.

“Good Standing” is awarded to a student unless another notation is indicated on their record.

“Misconduct in the Learning Environment” refers to any behaviour that unreasonably interferes with the learning environment. Broadly defined, misconduct in the classroom setting includes behaviours that:

- Violate established civil rights, human rights, and criminal statutes;
- Harm (or could be reasonably expected to harm) the mental or physical health or safety of self or others;
- Bully and/or harass Members of the University Community;
- Neglect or recklessly endanger the well-being of individuals, whether Members of the University Community or not, that are a part of, or affected by, the Classroom Setting;
- Damage or otherwise interfere with the physical Classroom Setting;
- Violate the ethical standards of one’s intended profession (e.g., clinical settings, practice, directed field studies, internship, etc.).

“Required Withdrawal” is assigned in the School of Education to students who meet specific criteria and are not permitted reentry to the Bachelor of Education program, they are however permitted to apply for admission in a different Ambrose program.

D. GOOD STANDING

Undergraduate

In the Faculty of Arts and Science, School of Business and School of Ministry, a student is considered in ‘Good Standing’ with a cumulative GPA of 2.0 or higher. Students in good standing are eligible to continue in their program of study.

School of Education

In the School of Education, a student is considered in “Good Standing” with a grade of 2.70 or higher in every course. Students in good standing are eligible to continue in their program of study.

Graduate

In the Seminary, a student is considered in “Good Standing” in:

- a Certificate or Diploma program with a cumulative GPA of 2.0 or higher.
- the Master of Theological Studies with a semester GPA of 3.0 or higher.

- the Master of Divinity, Master in Leadership and Ministry, Master in Intercultural Ministries, Master of Christian Studies with a semester GPA of 2.7 or higher.

E. ACADEMIC INTERVENTION

School of Education

A student in the Bachelor of Education program is placed on academic intervention with a Coaching Intervention Plan (CIP) by the School of Education's Director of Field Experience and the Associate Dean of the School of Education if any of the following occurs:

- The student receives a grade lower than 2.70 in any course.
- The student is not meeting the requirements of Field Experience.
- The student's placement is terminated by the Partner Teacher, or the Principal during FE 600 or 700 and a suitable placement is available.
- The student is unsuccessful in FE 700 at midpoint.

F. ACADEMIC WARNING

Students will be placed on Academic Warning (AW) when their cumulative GPA is below 2.0 and a minimum of nine credits have been completed at Ambrose. Students on Academic Warning are eligible to continue in their program of standing.

Students on Academic Warning will be contacted by the Student Academic Success office to engage in learning supports.

Academic Warning is not noted on a student's official transcript.

G. ACADEMIC PROBATION

Undergraduate (excluding School of Education)

In the Faculty of Arts and Science, School of Business and School of Ministry, a student is placed on Academic Probation when their cumulative GPA is below 2.0 and a minimum of eighteen credits have been completed at Ambrose.

Graduate

In the Seminary, a student is placed on Academic Probation under the following parameters:

- Certificates and Diplomas: cumulative GPA is below 2.0
- Master in Theological Studies: cumulative GPA is below 3.0
- Master of Divinity, Master in Leadership and Ministry, Master in Intercultural Ministries, Master of Christian Studies: cumulative GPA is below 2.7

Academic Probation is reviewed following the completion of the Fall semester and Winter semester and is in effect for the subsequent semester of enrolment or until the next academic review is completed. Students on academic probation are eligible to continue in their academic program.

While on Academic Probation, students are not permitted to:

- participate in competitive Lions' Athletics team games (including team travel) but are permitted to participate in team practices and related activities **or**
- participate in the Ambrose Student Council or Seminary Student Leadership Team.

Students on Academic Probation are required to meet with the Student Academic Success team to develop a learning plan. Seminary students will also be required to meet with the Dean.

Academic Probation is permanently noted on a student's official transcript. Students are required to achieve a minimum 2.0 semester GPA in the next or they will be eligible for academic suspension.

There is no appeal process for Academic Probation.

H. ACADEMIC RUSTICATION

School of Education

A student is placed on academic rustication from the Bachelor of Education if any of the following occurs:

- The student is unsuccessful in achieving a grade of 2.70 in all required coursework during semester two or semester three.
- The student fails any course or component of the program.
- The student's placement is terminated by the Partner Teacher, or the Principal during FE 600 or FE 700 and an additional practicum is unavailable.
- The student's placement is terminated by the Associate Dean of the School of Education if they have reasonable grounds.
- The student fails to meet the Standards of Professional Conduct as referenced by the Alberta Teaching Code of Professional Conduct and the Alberta Education Teaching Quality Standard. The student may be assigned a failing grade for the component where the Standards of Professional conduct was not met.

Students placed on academic rustication are informed in writing and must:

- Meet with the Associate Dean and other appointed faculty, including the Director of Field Experience, to discuss professional growth plan outlining an action plan.
- Provide evidence of activities that demonstrate how they have addressed the goals set as readmission to the program.

I. ACADEMIC SUSPENSION

Students are reviewed for Academic Suspension when:

- they have been on Academic Probation and
 - their cumulative GPA is less than 2.0, and
 - they did not demonstrate a semester GPA of 2.0 while on Academic Probation;
- or**
- due to academic misconduct; **or**
 - misconduct in the learning environment.

Academic Suspension is permanently noted on a student's official transcript.

Students on Academic Suspension are not permitted to register at Ambrose for a minimum of twelve months from the date of the suspension. Following academic suspension students must re-apply to Ambrose (Refer to Undergraduate and/or Seminary Admissions Policy).

There is an appeal process for Academic Suspension (Refer to Procedures for Appeal).

J. REQUIRED WITHDRAWAL

School of Education

A student is required to withdraw from the Bachelor of Education if any of the following occurs:

- The student is in the second round of any field experience (600 or 700) and is not successful at midpoint.
- The student is unable to achieve a grade of 2.70 or higher in any course that is attempted a second time.
- Students who are unable to present an acceptable criminal record check for any reason and are unable to take their placement.
- The student is convicted of a crime under the criminal code that would prohibit them from working with a vulnerable sector.

K. DEAN'S LIST

Credential-seeking undergraduate and seminary students (excluding School of Education) with a minimum 3.5 semester GPA on a minimum of twelve graded credits in a semester at Ambrose will be placed on the Dean's List for that semester.

Students assessed by the Accessibility office to be equivalent to full-time studies will be considered for the Dean's List.

Placement on the Dean's List is permanently noted on the student's official transcript.

L. PRESIDENT'S HONOUR ROLL

Credential-seeking students at the undergraduate (excluding School of Education) with a minimum of 3.8 GPA on a minimum of 24 graded credits at Ambrose in an academic year (spring, fall, and winter) will be placed on the President's Honour Roll. The President's Honour Roll is calculated upon the completion of the academic year (i.e., following Winter semester).

Students assessed by the Accessibility office to be equivalent to full-time studies in the academic year will be considered for the President's Honour Roll.

President's Honour Roll is permanently noted on the student's official transcript.