A. Background and Definitions

Course Condition: When a student demonstrates difficulties in meeting the performance standards of a particular course within a program, or if the student gives evidence of a serious lack of application to studies, a Course Condition may be applied in an attempt to assist the student to improve performance.

Graduation: Recognition of completion of a program of instruction with all requirements having been satisfied.

Probationary Status: Students whose general performance is unsatisfactory may be classed as probationary.

Progression: Eligibility to proceed from one level to the next as defined within a program of study.

Residency: To graduate with a Niagara College credential, the student must complete a minimum of 25% of the total credits of their program at Niagara College.

B. Purpose

Progression and graduation requirements are intended to clearly describe the expectations of students in order to be eligible to proceed between levels and eventually graduate from a program of instruction. Progression and graduation requirements relate to a specific admit term for the program of instruction. Changes to the requirements are approved by the College’s Academic Operations Committee at least one term in advance of the cohort of students. Any changes that are made to the program of instruction after a cohort’s admit term will be communicated in writing to all active students. It is the student’s responsibility to be aware of all progression and graduation requirements for the program from which they expect to graduate.

C. Policy Statements

1. Mandatory Withdrawal: A student may be withdrawn from a course, a program or from the College for “just cause”. “Just cause” includes but is not limited to consistent failure to meet the objectives of the course or program, academic misconduct, inappropriate classroom/lab or other behaviour, failure to pay fees, submission of false documents or
2. **Course Condition**: A student may be placed on Course Condition by the Academic Administrator. Course Condition will carry with it certain stipulations which the student must meet, such as the following:

   a) 100 percent attendance at class (unless excused or because of emergency)
   b) Submitting all assignments at the specified time
   c) Other stipulations as set out by the responsible academic unit

   Failure to meet stated conditions after adequate warning will result in course withdrawal, which may impede participation in semester progression and/or graduation.

3. **Re-Admission**: A student who wishes to re-enter a program after withdrawing (either voluntary or mandatory withdrawal), must re-apply and be subject to:

   a) The current admission requirements for the program in question
   b) The order of priority admissions application to the program

   In circumstances where previous college academic progress or behavioural patterns have been unacceptable, an admissions review may be required. In such a review, an applicant must be able to demonstrate evidence of the ability to perform at an acceptable standard in the program in question. This may include, but not be limited to, a medical clearance.

4. **Academic Probation**: may involve the requirement to complete specific remedial activities. If performance is unsatisfactory at the end of the probationary period, students may be withdrawn from the program or counselled to consider other ways of continuing their education. A probationary student will be notified in writing of his/her status by the appropriate Academic Administrator or designate.

5. **Progression**: In order to move from one level to the next within a program of instruction, a student must complete their current term with an academic standing of Good Standing, Academic Alert, or Academic Probation. This does not override any pre-requisite
conditions for courses that may still need to be satisfied. Additional progression requirements for specific programs are identified in the Program Manual.

6. **Graduation:** In order to graduate, students must satisfy all requirements listed below, as well as any additional requirements for specific programs as identified in the Program Manual.
# Program Progression & Graduation

<table>
<thead>
<tr>
<th>POLICY GROUP:</th>
<th>NC800 – Student Records, Rights &amp; Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>POLICY TITLE:</td>
<td>Program Progression &amp; Graduation</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grade</th>
<th>Bachelor’s Degree</th>
<th>Ontario College Graduate Certificate</th>
<th>Ontario College Advanced Diploma</th>
<th>Ontario College Diploma</th>
<th>Ontario College Certificate</th>
<th>Certificate of Achievement</th>
<th>Statement of Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passing Grade (credit earned)</td>
<td>50%</td>
<td>50%</td>
<td>50%</td>
<td>50%</td>
<td>50%</td>
<td>50%</td>
<td>50%</td>
</tr>
<tr>
<td>Good Standing</td>
<td>65% GPA and passing grade for all courses</td>
<td>65% GPA and passing grade for all courses</td>
<td>60% GPA and passing grade for all courses</td>
<td>60% GPA and passing grade for all courses</td>
<td>60% GPA and passing grade for all courses</td>
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<td>N/A</td>
</tr>
<tr>
<td>Academic Alert</td>
<td>50-64% GPA OR, 65%+ GPA with 1 or more missing courses</td>
<td>50-64% GPA OR, 65%+ GPA with 1 or more missing courses</td>
<td>50-59% GPA OR, 65%+ GPA with 1 or more missing courses</td>
<td>50-59% GPA OR, 60%+ GPA with 1 or more missing courses</td>
<td>50-59% GPA OR, 60%+ GPA with 1 or more missing courses</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Academic Probation</td>
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<td>40-49% GPA</td>
<td>40-49% GPA</td>
<td>40-49% GPA</td>
<td>40-49% GPA</td>
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<td>N/A</td>
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<tr>
<td>Academic Dismissal</td>
<td>&lt;40% GPA OR two terms on Academic Probation</td>
<td>&lt;40% GPA OR two terms on Academic Probation</td>
<td>&lt;40% GPA OR two terms on Academic Probation</td>
<td>&lt;40% GPA OR two terms on Academic Probation</td>
<td>&lt;40% GPA OR two terms on Academic Probation</td>
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<tr>
<td>Graduation</td>
<td>65% GPA and passing grade for all courses</td>
<td>65% GPA and passing grade for all courses</td>
<td>60% GPA and passing grade for all courses</td>
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</tbody>
</table>

Some specific courses may have a different passing grade, as identified on the course outline.

7. Students who interrupt their studies may not be eligible to re-register to complete their program and graduate. Re-entry to a program following an interruption will be subject to availability in the term in which re-admission is being sought. Students who interrupt
their studies will not be notified in the instance where the College suspends offering the program.

8. Students must successfully complete the requirements of the program of instruction and all other requirements in effect at the time of admission, unless alternate arrangements have been approved (in writing) by the Academic Administrator responsible for the program. These graduation requirements may be amended periodically at the discretion of the College to ensure curriculum currency.

9. The College will make every reasonable effort to allow students to complete their original program of instruction by providing equivalent courses if curriculum changes. Students who protract their studies through part-time studies, or return after an interruption in their studies must discuss their graduation requirements with the Academic Administrator responsible for the program and obtain agreement on a graduation plan.

10. Co-op: A student must maintain an academic standing of either “good standing” or “academic alert” in order to proceed to a co-op work term. Academic eligibility is based on the two terms immediately prior to any work term.

11. To be permitted to graduate, students must have paid all fees and encumbrances, and returned all College properties. Students who are encumbered for any reason are not eligible to graduate.

12. Multiple Credentials: Students may qualify for more than one credential by applying common courses toward multiple programs of instruction. Students must apply through the Office of the Registrar in the first term of their graduating year. To qualify for a second credential, at least 25 percent of the courses must be in addition to the program of instruction that was the basis for their original credential.

13. Awarding of Credentials: Diplomas, degrees and certificates are awarded at Convocation. Students who do not attend Convocation will receive their credential via mail.

14. Academic Awards: It is important to recognize the academic performance of graduates. To this end, exemplary students, based on their academic performance, will be
recognized with the following academic awards. In all cases, a notation will appear on the grade report and official transcript.

15. **Governor General’s Award**: For the graduating student with the highest overall (cumulative) grade point average upon graduation from a college diploma or advanced diploma program (minimum two-year, full time duration). Students with advanced standing must complete a minimum of 50% of their program at Niagara College. The recipient will also receive the Dean’s medal for the respective Division. Both medals are presented at Convocation.

16. **Dean’s Academic Award**: For the graduating student in each Division with the highest cumulative grade point average upon graduation from a college diploma, advanced diploma or degree program (minimum two-year, full time duration). Students with advanced standing must complete a minimum of 50% of their program at Niagara College. The Dean’s medal is presented at Convocation.

17. **Niagara Scholar**: For a graduating student a college diploma, advanced diploma or degree (minimum two-year, full time duration) who achieves a cumulative GPA of 80% or higher in the program. Students with advanced standing must complete a minimum of 50% of their program at Niagara College. Niagara Scholar is indicated in the Convocation program and a silver seal on the diploma or degree.

18. **Honours Standing**: A notation of Honours Standing on the grade report is obtained when a student, registered as full time, has no failing courses, no incompletes and achieves a weighted term average of 80-89%. Students do not qualify for Honours Standing until all incomplete grades are cleared.

19. **President’s Honour Roll**: A notation of the President’s Honour Roll on the grade report is obtained when a student registered as full time, has no failing courses, no incomplete grades and achieves a weighted term average of 90% or greater. The student will also receive a letter of congratulations from the College President. Students do not qualify for the President’s Honour Roll until all incomplete grades are cleared.

**D. Related Documents**

Policies:  
NC800 – Program/Course Fees & Fee Refunds  
NC800 – Admissions