

## Senate Policy

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### Academic Standing, Graduate Studies

#### # 3.10

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#### Description:

This policy outlines the assessment criteria and procedures related to academic standing in graduate programs.

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#### Approvals:

Revised by Graduate Studies Committee: December 2010  
Approved by Academic Policy and Planning: January 2011  
Approved by Academic Council: January 2011

Revised by Graduate Studies Committee: April 2018  
Approved by Academic Standards Committee: April 2018  
Approved by Senate: May 2018  
Effective Date: September 2018

Revised by Graduate Studies Committee: March 2024  
Approved by Academic Standards Committee: April 2024  
Approved by Senate: April 2024  
Effective Date: May 2024

**Approval Authority:** Senate

**Signature:** Julian Goss, Senate Chair

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#### Policy

The academic performance of all graduate students is assessed at the end of every term.

#### Good Standing

Graduate students are in good academic standing if they have passed all courses and achieved a minimum average of 75% in their most recent term.

#### Academic Probation

Graduate students in good standing on their previous assessment who fail one or

more courses and/or achieve an average below 75% in a given term are placed on academic probation.

A student who is placed on probation will be notified, in writing, by the University Registrar.

Students placed on academic probation must meet with their Graduate Program Director and Principal Advisor (if applicable) to create an Academic Success Plan.

As outlined in Policy 6018: Extended Deadlines for Course Work, Graduate Studies, students with extensions receive a grade based on work submitted to date until the outstanding work has been submitted. Students with extensions will be assessed for academic standing using the submitted grade. Students will be reassessed upon receipt of a Change of Grade from the instructor.

### **Required to Withdraw**

Students will be required to withdraw from the university under the following circumstances:

- Students who are on probation who do not achieve good standing in their next assessment
- Students who fail the same required course twice
- Students who do not complete their degree within the timelines specified in Policy 6007: Graduate Studies Minimum Registration Period and Time Limits

A student who is required to withdraw will be notified, in writing, by the University Registrar. Withdrawn students may not register for further courses at OCAD University.

### **Repeat Courses**

A graduate student may repeat a course once to improve the grade earned in that course.

Permission of the Graduate Program Director is required if the student initially received a passing grade.

Both grades are recorded on the student's academic transcript. However, only the higher grade will be used to calculate the overall average and the credit for the course is used only once towards the requirements for the degree.

### **Graduation Requirements**

Students are eligible to graduate if they:

- Have fulfilled all program requirements;
- Have a minimum overall average of 75%; and
- Have no outstanding accounts at the university.