

ASPER SCHOOL OF BUSINESS, FACULTY OF MANAGEMENT
REGULATIONS REGARDING ACADEMIC SUSPENSION AND REINSTATEMENT
FOR STUDENTS ADMITTED PRIOR TO SEPTEMBER 2015

A student will be placed on Academic Suspension and required to withdraw from the Bachelor of Commerce (Honours) program in the Asper School of Business for either of the following reasons:

1) exceeding 15 credit hours of failures; 2) falling below a 2.00 degree grade point average (DGPA).

A student who is placed on Academic Suspension will be immediately withdrawn from the degree program in the Asper School of Business. A student in this situation will have an academic assessment of "Academic Suspension – May Attempt Reinstatement" and can remain a student registered in the Asper School of Business (on "Hold") but will not be permitted to register for courses in or that contribute to Bachelor of Commerce (Honours) degree for one term. After a one-term suspension, the student will then proceed to the Reinstatement Program. All registrations from students in the Suspension/Reinstatement program will be processed by the Undergraduate Program Office.

If a student chooses to take courses during their suspension term, the courses will not be applied to their Bachelor of Commerce (Honours) degree program. Students on suspension are encouraged to take the term off to re-evaluate their academic and personal circumstances.

The earliest the student would be eligible to re-enter the Asper School of Business with regular academic standing (i.e. "Faculty Minimum Met" and no "Hold" status) would be following the successful completion of a reinstatement program as outlined below. The student's time limit for the completion of all degree requirements will be extended by the time lost while on suspension but in any case not to exceed 12 months for any and all suspensions. Courses taken while in the reinstatement program will be applied to a student's Asper degree.

While on the term of suspension, a student may choose to exit the Asper School of Business and apply to another Faculty; admission would be at the discretion of that unit. If a student chose to do this and then wanted to come back to the Asper School of Business, they would have to re-apply for admission to the Asper School of Business and if re-admitted, any courses taken on the term of suspension would not be transferred to the student's program.

CONDITIONS FOR REINSTATEMENT

1. Students who are suspended for exceeding 15 credit hours of failures or for falling below a 2.00 degree GPA are not permitted to register for courses in or that contribute to the Bachelor of Commerce (Honours) degree for one term (i.e. one Fall, Winter, or Summer Term) immediately following a suspension assessment. After one term of suspension, the following conditions apply for reinstatement:
 - a. During the first term of reinstatement, the student will be limited to 3-9 credit hours and must achieve a minimum Term GPA of 2.00, with no failures.
 - b. If the student successfully completes the first term of reinstatement, during the second term of reinstatement the student will be limited to 3-9 credit hours and must achieve a minimum Term GPA of 2.00, with no failures.
 - c. The courses permitted during these two reinstatement terms must apply to the student's B.Comm.(Hons.) degree program and will be applied to and contribute to the B.Comm.(Hons.) degree.
 - d. All registrations for students in the reinstatement program must be processed through the Undergraduate Program Office.
2. Every student in the reinstatement program will be assigned an academic status of "on hold"

and must register (or make any registration revisions) for all courses through the Undergraduate Program Office. The Undergraduate Program Office will assist the student with the selection of courses mindful of all academic and program requirements. Furthermore, the student will get a reminder of the support systems within the University available to students (this information is also included in the letter students receive when apprised of their academic status). Every student, once they meet with the assigned Program Advisor, will be given the opportunity to fill out an “Academic Needs Self-Assessment” survey. This will assist the student in becoming more self-aware of potential obstacles to their academic success.

3. Students who fail to meet the prescribed minimum academic standard of the reinstatement program (failure of a course or failure to attain the minimum required Term GPA of 2.00 in any reinstatement term) will be required to re-enter the reinstatement program, starting with a one-term suspension from all courses contributing to the B.Comm. (Hons.) degree as stated in item 1.
4. If, within a second reinstatement program, a student fails any course or fails to attain the minimum required Term GPA of 2.00, s/he will have failed the second attempt at reinstatement. If the student still wants to enter another reinstatement program, s/he will have to appeal to the Undergraduate Program Committee for permission to enter a third reinstatement program. If the appeal is granted, the conditions for reinstatement remain as specified in this policy, with the possibility of additional requirements. Only documented medical or compassionate grounds will be considered valid reasons to appeal for a third reinstatement attempt.
5. Students who are suspended following their expected graduating term may appeal to the Undergraduate Program Manager to proceed with items 1a and 1b without the suspension of one term. The requirement for a minimum 2.00 Term GPA, with no failures, on all course work attempted while in the reinstatement program will apply (as per point 1). If the Undergraduate Program Manager denies the appeal, then the student may take the appeal to the Undergraduate Program Committee.
6. Courses previously taken successfully may not be repeated as part of the reinstatement program.
7. Subject to compliance with any VW policies or regulations, students are permitted to voluntarily withdraw from courses taken as part of the reinstatement program, provided they withdraw by the published voluntary withdrawal deadline date. Any registration changes would be processed through the Undergraduate Program Office.
8. Upon successful completion of these conditions, and upon request, the student will be formally reinstated and eligible to continue in the Asper School of Business with a regular student status.
9. Once reinstated, any further failures and/or NP's or an assessment of a degree GPA of less than 2.00 will result in the student being placed on a new academic suspension, and the conditions for reinstatement remain as specified in this policy.
10. The above reinstatement program is the only way a student who has been placed on academic suspension may be reinstated.

NOTES AND INTERPRETATION

1. Students suspended in January will be allowed to continue in any spanned courses (i.e. courses that span both the Fall and Winter Terms) offered by other Faculties/Schools. Each such course will comprise 3 or 6 credit hours of the reinstatement program, provided that it is

needed for the B.Comm. (Hons.) degree. Therefore, the grade received in the course(s) will count in the requirement of a 2.00 Term GPA.

2. Students who are suspended because their degree grade point average is less than 2.00 are required to complete the reinstatement program described above. With the approval of the Undergraduate Program Manager, repeats/substitutions may be granted even if the student has no substitution/repeat attempts left. In that manner, the degree grade point average can be raised to the 2.00 required.