

THE UNIVERSITY OF BRITISH COLUMBIA



SENATE POLICY:
O-304

OKANAGAN SENATE

3333 University Way
Kelowna, BC V1V 1V7

Number & Title:

O-304: *Advancement Regulations*

Effective Date:

September 2014

Approval Date:

December 2013

Review Date:

This policy shall be reviewed five (5) years after approval and thereafter as deemed necessary by the *responsible committee*.

Responsible Committee:

Academic Policy

Authority:

University Act, S. 37(1)

“The academic governance of the university is vested in the senate and it has the following powers:

(c) to determine all questions relating to the academic and other qualifications required of applicants for admission as students to the university or to any faculty, and to determine in which faculty the students pursuing a course of study must register;

(d) to determine the conditions under which candidates must be received for examination, to appoint examiners and to determine the conduct and results of all examinations;”

S. 40

“A faculty has the following powers and duties:

(c) subject to this Act and to the approval of the senate, to make rules for the government, direction and management of the faculty and its affairs and business;

(d) to determine, subject to the approval of the senate, the courses of instruction in the faculty;

(g) to deal with and, subject to an appeal to the senate, to decide on all applications and memorials by students and others in connection with their respective faculties;”

Purpose and Goals:

This policy is designed to:

- 1) Define the general regulations for students’ advancement in programs ; and,
- 2) Provide a mechanism to have faculties, colleges, and schools to set advancement regulations for their programs.

Applicability:

This policy is applicable for all degree programs offered by the University through faculties at its Okanagan campus.

Exclusions:

None.

Definitions:

For the purposes of this policy and in all other policies in which they are not otherwise defined:

- *Discontinue* shall mean the case where a student is required to cease to be registered in his or her course of study for an indefinite period of time.
- *Withdraw* shall mean the case where a student is required to *discontinue* and may not normally enter into any course of study at the University.

Policy:

General regulations applicable to all faculties include the following:

- 1) Except with permission of the dean of the faculty providing the course of study or where the faculty provides otherwise in its advancement regulations, no

student may repeat a course more than once. In the case of a graduate student, such permission may be granted by the dean of the faculty providing the course of study in consultation with the Dean of the College of Graduate Studies.

- 2) Each faculty shall have regulations on advancement. Students who do not meet the required standard in any session will be assigned Failed standing and may be required to discontinue or withdraw and, unless granted permission by the dean of the faculty to continue in his or her course of study. In the case of a graduate student, such permission may be granted by the dean of the faculty providing the course of study in consultation with the Dean of the College of Graduate Studies.
- 3) A student in a year of study which may normally be taken in the first or second year following secondary school graduation who is assigned Failed standing will be required to either *discontinue* for at least 12 months or to *withdraw*.
- 4) Students who are assigned Failed standing in one faculty may only transfer to another faculty if they meet the advancement and admission requirements of the second faculty as specified in the faculty advancement regulations.
- 5) Students who have been required to *discontinue* or *withdraw* may be readmitted subject to the regulations of the faculty that they wish to enter.
- 6) A student at any level of university study who is assigned a standing of Failed for a second time (which need not be consecutive or in the same course of study) will be required to *withdraw* from the University. After a period of at least 12 months, an appeal for permission to re-enrol will be considered. Such an appeal will be granted only after the appeal has been reviewed and approved by the dean of the faculty concerned. A negative decision by the dean may be appealed to the Senate Admissions and Awards Committee.

Academic Calendar Statement:

[Homepage](#) > [Policies and Regulations](#) > [Academic Assessment](#) > Advancement Regulations

In this section, *Discontinue* shall mean the case where a student is required to cease to be registered in his or her course of study for an indefinite period of time and *withdraw* shall mean the case where a student is required to *discontinue* and may not normally enter into any course of study at the University.

Advancement practices vary among faculties, colleges, and schools (collectively, "faculties") and are described in individual faculty sections in the Calendar. General regulations applicable to all faculties include the following:

- 1) Except with permission of the Dean of the Faculty providing the course of study or where the faculty provides otherwise in its advancement regulations, no student may repeat a course more than once. In the case of a graduate student, such permission may be granted by the dean of the faculty providing the course of study in consultation with the Dean of the College of Graduate Studies.
- 2) Each faculty shall have regulations on advancement. Students who do not meet the required standard in any session will be assigned Failed standing and may be required to *discontinue* or *withdraw* and, unless granted permission by the dean of the faculty to continue in his or her course of study, will be required to do so. In the case of a graduate student, such permission may be granted by the dean of the faculty providing the course of study in consultation with the Dean of the College of Graduate Studies.
- 3) A student in a year of study which may normally be taken in the first or second year following secondary school graduation who is assigned Failed standing will be required to either *discontinue* for at least 12 months or to *withdraw*.
- 4) Students who are assigned Failed standing in one faculty may only transfer to another faculty if they meet the advancement and admission requirements of the second faculty as specified in the faculty advancement regulations.
- 5) Students who have been required to *discontinue* or *withdraw* may be readmitted subject to the regulations of the faculty that they wish to enter.
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an appeal will be granted only after the appeal has been reviewed and approved by the dean of the faculty concerned. A negative decision by the dean may be appealed to the Senate Admissions and Awards Committee.

Consultations:

The following groups have been consulted during the development of this policy:

UBCSUO, Enrolment Services, Deans, VP Academic & Provost.

History:

This is the first version of this policy using the template defined in *Policy O-1 Format, Development, and Administration of Senate Policies*. A section on Advancement Regulations has been in the Academic Calendar since the establishment of the Okanagan Campus of the University in 2005, and was based on similar language in the Vancouver Campus' Academic Calendar.

Related Policies:

[Academic Standing](#)
[Readmission](#)
[Appeals on Admission Decisions](#)

Appendix:

There is no appendix to this policy.

Procedures:

There are no procedures under this policy.