



Preliminary Year Program Progression Requirements

Minimum Progression Requirements

Students will be evaluated for progression in the Preliminary Year Program at the end of each academic term completed.

Students must achieve a minimum cumulative average of 60% each term to progress to the next term. Students with a cumulative average of 50-59% will be placed on Academic Probation.

On Probation

A student who does not satisfy the minimum progression requirements for continuation of study in the Preliminary Year Program will be allowed to continue in the program under Conditions of Academic Probation:

- A student must seek the advice and work closely with the Preliminary Year Advisor
- A student will be permitted to a maximum of 2.0 Preliminary Year courses each academic term, and may be advised to take fewer courses
- Academic probation will begin immediately upon official notification from the Office of the Registrar, and will last until the completion 2.0 Preliminary Year courses

Notification is defined as one or more of:

- 1) A letter mailed to a student's home address;
- 2) An email sent to both the student's official Western email account and personal email account;

A student on academic probation must achieve a term average of at least 60% with no failures, on all Preliminary Year courses taken during the probation period.

If cumulative average remains below 60% but the other conditions of probation have been met, the probation period may be extended until the end of the next academic term. Students may request such as extension from the Preliminary Year Advisor

A student will be allowed only one period of probation in the time taken to complete the Preliminary Year Program; and only one probation extension, if an extension was granted. A student will be required to withdraw if either the cumulative average or probation conditions are not met.”

A student who fails to meet the Conditions of Probation will be required to withdraw from the Preliminary Year Program for a minimum of twelve months.

Required to Withdraw

A student who does not satisfy the minimum Progression Requirements for continuation of study in the Preliminary Year Program and is not eligible for probation or who has exceeded the maximum number of failed courses allowed, 3.0 courses, will be Required to Withdraw from the Preliminary Year Program for a minimum of twelve months. A student who has been Required to Withdraw from the Preliminary Year Program and whose academic standing has been jeopardized by serious medical or personal difficulties may, if they have sought academic accommodation in a timely manner, apply for a Dean's Waiver of Progression Requirements. A student granted a Dean's Waiver of Progression Requirements must meet the specific conditions imposed in the Dean's Waiver.

Students can appeal decisions about progression requirements provided there are grounds for such an appeal. Appeals will follow, as closely as reasonably possible, the procedure for undergraduate academic appeals outlined in the Academic Calendar

OR

Students can appeal decisions about progression requirements provided there are grounds for such an appeal. In such instances, students should consult with the Preliminary Program Advisor.

EAP Language Course Progression

Students must achieve a minimum final grade of 75% in each of Speech 0005W/X, Writing 0005W/X and Writing 0010F/G. Students who fail to achieve a minimum final grade of 75% in Speech 0005W/X, Writing 0005W/X and Writing 0010F/G must repeat these courses in the next academic term.

Students must achieve a minimum final grade of 75% in each of English 0005W/X and Writing 0015F/G. Student must achieve a minimum average of 60% in all other courses completed during the same term. Students who fail to achieve a minimum final grade of 75% in English 0005W/X and Writing 0015F/G, but achieve a minimum average of 60% in all other courses, must repeat English 0005W/X and Writing 0015F/G in the next academic term. Students who fail to achieve a minimum 60% in all other courses will be placed on Academic Probation for the following academic term.

Course Repeat

A Course Repeat is any course previously attempted and recorded during the Preliminary Year Program. A course attempt having a passing grade may be repeated only once. A course attempt having a failing grade may be repeated only twice. Grades (including failures) for all course attempts will appear on the transcript and will be included in the accumulation of course attempts and maximum failures allowed. All but the most recent course attempt will appear on the transcript as Repeated, No credit and will be excluded from cumulative average calculations used for progression requirements.