

Bylaw Number 8

CONCERNING

THE PROMOTION OF ACADEMIC SUCCESS

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PREAMBLE

In accordance with its Mission Statement, Dawson College is committed to the academic success of its students. The College recognizes that student success is a shared responsibility and that both the student and all members of the College have a formal obligation to promote and foster student success.

This bylaw affirms the responsibilities and obligations of both the student in academic difficulty and the College, with the understanding that both are expected to fulfill these obligations diligently in pursuit of the objective of student success.

Article 1 GENERAL PROVISIONS

1.01 Definitions

The definitions set forth in clause 1.01 of Bylaw Number 1 apply to Bylaw Number 8. For the purposes of this bylaw the following expressions mean:

- a) **“Full-time Student”**: A student in a DEC or AEC program who holds this status in a given semester by virtue of article 24 of the **General and Vocational Colleges Act (CQLR, chapter C-29) or by Regulation 2, Regulation respecting the tuition fees that a general and vocational college must charge (CQLR, chapter C-29, r. 2)**;
- b) **“Course drop deadline”**: The date, as set by the Minister by virtue of article 29 of **Regulation 4, College Education Regulations (CQLR, chapter C-29, r. 4)**, by which students must officially withdraw from courses without mention on their academic records.

1.02 Designation

This bylaw, which is subject to the Act and all its regulations, is entitled “Bylaw concerning the Promotion of Academic Success” and is designated as Bylaw Number 8.

1.03 College evaluation policies

This bylaw is complementary to the provisions on standing and advancement included in Dawson College’s Institutional Student Evaluation Policy and Kiuna’s Institutional Policy for the Evaluation of Student Achievement. In the case of a conflict between these policies and this bylaw, however, this bylaw shall take precedence.

1.04 Responsibility for application

The Academic Dean or a delegate duly mandated by the Academic Dean is responsible for the application of this bylaw.

Article 2 APPLICATION

2.01 General rules

This bylaw shall apply to full-time students in a DEC or AEC program who:

- a) fail two or more courses in a semester, but less than half; or
- b) fail at least half their courses in a semester.

2.02 Exception

The Academic Dean or delegate may waive application of this bylaw for humanitarian reasons. This waiver must be in writing and shall only be given in a case where the student provides supporting documentation that he or she could not be fully devoted to studies for serious reasons such as the student's illness or the illness or death of the student's spouse or of a member of the student's family.

Article 3 MEASURES FOR ACADEMIC SUCCESS

3.01 General provision

Students are considered to belong to the category that most fully describes their particular situation as determined by the Academic Dean or delegate.

3.02 Students in programs at Dawson College

3.02.1 Students who fail two or more courses in a semester, but less than half

Students who fail two or more courses in a semester, but less than half, shall receive, at the beginning of the following semester, an individualized letter from the Sector Dean encouraging them to use teaching resources fully and to take advantage of other available services which support academic success.

3.02.2 Students who fail at least half their courses in a semester

Students who fail at least half their courses in a semester shall be required in the following semester to meet an Academic Adviser prior to the course drop deadline to sign a contract for the semester outlining their course load, the plan of action and the consequences of not fulfilling the obligations of their contract. Students shall also meet with the Adviser during week 12 or 13 of the semester to determine whether their plan has been completed. Students who do not sign the contract prior to the course drop deadline shall have their registration cancelled. Students who pass all their courses shall be allowed to register unconditionally for the next semester.

Consequences of non-compliance

- Students who do not fulfill all the obligations of the contract and who also do not pass all their courses shall be denied permission to register in a program for the next semester.
- On the condition that their academic standing permits it, students who fulfill the other obligations of the contract but who do not pass all their courses shall

again be subject to clause 3.02.1, 3.02.2 or 3.02.3 as determined under clause 3.01.

3.02.3 Students who are expelled and are subsequently readmitted on probation

Students who are readmitted to the College on probation shall be required to meet an Academic Adviser prior to the course drop deadline to sign a contract outlining their course load, the plan of action and the consequences of not fulfilling the obligations of their contract. Students shall also meet with the Adviser during week 12 or 13 of the semester to determine whether their plan has been completed. Students who do not sign the contract prior to the course drop deadline shall have their registration cancelled. Students who pass all their courses shall be allowed to register unconditionally for the next semester.

Consequences of non-compliance

- Students who do not fulfill all the conditions of the contract and who also do not pass all their courses shall be denied permission to register in a program for one year.
- Students who fulfill all the obligations of the contract and who fail no more than one course shall be allowed to continue their studies subject to meeting an Academic Adviser prior to the course drop deadline in the subsequent semester.

3.02.4 Appeal

Students denied permission to register under clause 3.02.2 or 3.02.3 shall have the right to appeal to the Academic Standing Appeals Committee, whose decision shall be final.

3.03 Students in programs at Kiuna Institution

3.03.1 Students who fail two or more courses in a semester, but less than 40%

Students who fail two or more courses in a semester, but less than 40%, shall receive at the beginning of the following semester an individualized letter from the Director of Kiuna encouraging them to use teaching resources fully and to take advantage of other available services which support academic success.

3.03.2 Students who fail more than 40% of their courses in a semester

Students admitted to Kiuna must pass at least 60% of their courses in each semester to remain in good standing.

Students not in good academic standing shall be allowed to register in the following semester only with the permission of the Director of Kiuna. Students will also be required to sign a contract for the semester outlining their course load, the plan of action and the consequences of not fulfilling the obligations of their contract. Students who are allowed to register under these conditions must remain in good academic standing.

Consequences of non-compliance:

- Students who do not meet these conditions will be expelled from Kiuna.

3.03.3 Appeal

Students expelled under clause 3.03.2 have the right to appeal to the Academic Dean of Dawson College.

Article 4 REVISION OF THIS BYLAW

4.01 Review

Bylaw 8 shall be reviewed at least once every five years. Such a review may lead to a revision.

4.02 Consultation with the Senate

The Board shall request the advice of the Senate on any proposed amendment to this bylaw.

Article 5 EFFECTIVE DATE

This bylaw and any amendments thereto are effective for the session immediately following the date of adoption by the Board.