

Bylaw Number 8

CONCERNING

**THE PROMOTION OF ACADEMIC
SUCCESS**

Adopted:

December 3, 2001

Amended:

June 2, 2003

March 22, 2004

June 7, 2017

February 22, 2018

June 8, 2021

June 7, 2023

Effective:

Fall 2004

Fall 2017

Fall 2018

Fall 2021

Fall 2023

TABLE OF CONTENTS

PREAMBLE	1
ARTICLE 1 GENERAL PROVISIONS	1
1.01 DEFINITIONS	1
1.02 COLLEGE POLICIES CONCERNING STANDING AND ADVANCEMENT.....	1
1.03 RESPONSIBILITY FOR APPLICATION	1
ARTICLE 2 APPLICATION	1
2.01 SCOPE	1
2.02 EXCEPTION	2
ARTICLE 3 MEASURES FOR STUDENTS IN DEC OR AEC PROGRAMS AT DAWSON COLLEGE	2
3.01 GENERAL PROVISION	2
3.02 MEASURES FOR ACADEMIC SUCCESS	2
3.02.1 <i>Measures for students who fail two or more courses in a semester or term, but less than 50%</i>	2
3.02.2 <i>Measures for students who fail 50% or more of their courses in a semester or term</i>	2
3.02.3 <i>Measures for students who fail the same course twice</i>	2
3.02.4 <i>Measures for students who fail the same course three times</i>	2
3.03 ACADEMIC PROBATION	3
3.03.1 <i>Conditions of probation</i>	3
3.03.2 <i>Consequences of non-compliance</i>	3
3.04 APPEAL	4
ARTICLE 4 STUDENTS IN PROGRAMS AT KIUNA INSTITUTION	4
4.01 STUDENTS WHO FAIL TWO OR MORE COURSES IN A SEMESTER, BUT LESS THAN 40%	4
4.02 STUDENTS WHO FAIL MORE THAN 40% OF THEIR COURSES IN A SEMESTER	4
4.03 CONSEQUENCES OF NON-COMPLIANCE:	4
4.04 APPEAL	4
ARTICLE 5 REVISION OF THIS BYLAW	4
5.01 REVIEW	4
5.02 CONSULTATION WITH THE SENATE.....	4
ARTICLE 6 EFFECTIVE DATE	4

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 community 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) “**DEC**”: Diplôme d’études collégiales
- b) “**AEC**”: Attestation d’études collégiales
- c) “**DCS**”: Diploma of College Studies
- d) “**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 College policies concerning standing and advancement

To be in good standing and to register unconditionally, students must meet the requirements of this bylaw as well as the requirements of their particular program’s Standing and Advancement Policy. If the program policy is more stringent than the College Policy, the program policy takes precedence.

1.03 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 Scope

This bylaw shall apply to full-time and part-time students in a DEC or AEC program.

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 partner or of a member of the student's family.

Article 3 MEASURES FOR STUDENTS IN DEC OR AEC PROGRAMS AT DAWSON COLLEGE

3.01 General provision

Students must pass more than 50% of their courses in a semester or term to be considered in good standing.

3.02 Measures for academic success

3.02.1 Measures for students who fail two or more courses in a semester or term, but less than 50%

Students who fail two or more courses in a semester or term, but less than 50%, shall receive, at the beginning of the following semester or term, a letter from the College encouraging them to use teaching resources fully and to take advantage of other available services which support academic success.

3.02.2 Measures for students who fail 50% or more of their courses in a semester or term

Students who fail 50% or more of their courses in a semester or term shall be placed on academic probation (see clause 3.03).

3.02.3 Measures for students who fail the same course twice

Students who fail the same course twice shall receive, at the beginning of the following semester or term, a letter from the College encouraging them to use teaching resources fully and to take advantage of other available services which support academic success. This letter will also explain the consequences of failing the course one more time.

3.02.4 Measures for students who fail the same course three times

Students who fail the same course three times shall be placed on academic probation (see clause 3.03).

3.03 Academic probation

3.03.1 Conditions of probation

Students placed on academic probation shall be permitted to continue their studies in the following semester or term, but shall be required to:

- DEC students in a Day program or students in a full-time AEC program, must maintain a full-time status in the semester or term (i.e. 4 courses or 180 hours of courses)
- Sign a success contract after finalizing their registration.
- As part of the success contract, meet with an Academic Advisor prior to the course drop deadline to determine an action plan for success, if applicable. This action plan may include:
 - the number of courses that must be passed in the semester or term.
 - specific course(s) to be passed.
 - referrals to other College services, if necessary.

The advisor shall also review with the student the consequences of not fulfilling the obligations of their success contract.

Students, required to meet with an advisor, who do not meet with an advisor prior to the course drop deadline shall have their registration cancelled and shall be withdrawn from the College.

3.03.2 Consequences of non-compliance

Students on academic probation who pass all their courses and meet the conditions of their success contract shall be allowed to register unconditionally for the next semester or term, notwithstanding the Program Standing Policy.

Students on academic probation who pass more than 50% of their courses, meet the conditions of their success contract and also meet the requirements of their program's Standing and Advancement Policy, shall be allowed to register unconditionally for the next semester or term.

Students on academic probation who fail 50% or more of their courses in the semester or term shall be expelled from the college and shall be denied permission to register in any DEC or the same AEC program for one calendar year.

Students on academic probation who fail the same course a fourth time shall be expelled from the college and shall be denied permission to register in any DEC or in the same AEC program for one calendar year.

Students expelled and denied permission to register in any DEC or AEC program must improve their academic record to return to studies in any DEC or in the same AEC program. Students can improve their academic record by taking part-time courses through the Springboard to a DCS (DEC) program offered in Continuing Education.

Students who are able to improve their academic record can apply for re-admission to their original program of studies or admission to a different program; however, acceptance is not automatic.

3.04 Appeal

Students denied permission to register under clause 3.03.2 shall have the right to appeal to the Academic Standing Appeals Committee, whose decision shall be final.

The Academic Standing Appeals Committee may decide to readmit a student on academic probation (see clause 3.03).

Article 4 STUDENTS IN PROGRAMS AT KIUNA INSTITUTION

4.01 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.

4.02 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.

4.03 Consequences of non-compliance:

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

4.04 Appeal

Students expelled under clause 4.03 have the right to appeal to the Academic Dean of Dawson College.

Article 5 REVISION OF THIS BYLAW

5.01 Review

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

5.02 Consultation with the Senate

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

Article 6 EFFECTIVE DATE

This bylaw and any amendments thereto are effective for the academic year

immediately following the date of adoption by the Board of Governors.