**University of Waterloo**
**SENATE UNDERGRADUATE COUNCIL**
**Report to Senate**
**January 16, 2012**

Senate Undergraduate Council met on November 8, 2011 and December 13, 2011 and agreed to forward the following items to Senate for approval. Council recommends that these items be included in the regular agenda. Items recommended for inclusion in the consent agenda are contained within a separate report.

Further details may be obtained at: www.secretariat.uwaterloo.ca/Committees/senate/ugc.htm.

## FOR APPROVAL [effective January 1, 2012]

### REGULATION CHANGES

### ▶Foundation Term

**1. Motion:** To approve the establishment of a "Foundation Term" to be included in the General Information section of the undergraduate calendar as below:

The Foundation Term[1] consists of three courses (0.5 unit each). Two courses are approved by the academic advisor for the plan in which the student wishes to continue his/her studies; normally the third course is University 101 (UNIV 101), a course that equips students with skills for study and life success.

Students who are in the foundation term must meet all of the following requirements:

- Obtain a term average that meets the requirements of the intended plan of study.
- No course taken during the foundation term has a grade less than 60%.
- No course taken during the foundation term has a grade of NMR or DNW.
- If a course(s) taken during the foundation term is awarded an INC, the student cannot continue degree studies until the course(s) is completed and all other foundation term requirements are met.

Failure to successfully complete UNIV 101 will result in immediate withdrawal from the university.

Failure to achieve the requirements of the intended plan of study will result in immediate withdrawal from the faculty.

**General Principles of the Foundation Term**

The foundation term is one component of the University of Waterloo's efforts to support its students in achieving their full potential. The objectives of the foundation term are:

a. To improve student experience and retention.
b. To equip for success students who are faltering academically.
c. To minimize, for those who do falter, the disruption to normal academic progression.[2]

The Foundation Term follows these principles:

1. During a student's first or second term of study, the foundation term is:
   a. <u>Optional</u> if midterm grades indicate that the student is likely to be in academic peril. The student's academic advisor, in consultation with the success officer, can recommend that the student opt into the foundation term immediately. These students may have the option of continuing studies with a reduced course load and suggested interventions as recommended by the success officer, or withdrawing from that term in order to participate in the foundation term in a future term of study; OR
   b. <u>Mandatory</u> for a student who would otherwise be required to withdraw.
2. Students who do not qualify for the foundation term (i.e., upper year students, part-time students etc.) may, with the support of their academic advisor, opt to attend the foundation term.
3. Students will remain in degree studies during the foundation term.

4. Students entering the foundation term are not required to apply for re-admission unless they enter the foundation term after beginning inactive status (e.g., an absence of more than three terms).
5. Students who are successful in the foundation term normally will have previous terms' grades cleared according to faculty practices.
6. Students will only be allowed to participate in the foundation term once during their academic career at the University of Waterloo.
7. Where it is deemed by the faculty that the foundation term would not address the source of the academic challenges, the student may be required to withdraw from the faculty for a period of time to resolve the barriers to success. It is recommended that appropriate resources collaborate to make the best possible recommendations for future student success.

Notes:
[1] The foundation term is not available to students of the engineering faculty.
[2] Some programs may require a four month hiatus before the student enters the foundation term.

**Rationale:** Congruent with an Executive Council priority for 2011/12 ("Develop the Student Success Office including activities related to first-year transition and students at risk.") and to support students in achieving their full potential, the Student Success Office, in conjunction with the undergraduate associate deans of applied health sciences, arts, environment, mathematics, and science propose the establishment of a foundation term. Calendar text re: the foundation term for the faculties of applied health sciences, arts, environment and science are below. Please note: 1) Senate approved changes to mathematics' academic standing regulation consistent with this initiative at its November 21, 2011 meeting; 2) the foundation term does not apply in the Faculty of Engineering. That faculty has its own regulations re: academic decisions and promotions which provide its students with a similar, but different mechanism to succeed in similar situations.

**►Faculty of Applied Health Sciences**
**Examinations and Standings Regulations**

**2. Motion:** To revise the text under the faculty's examinations and standings section in the calendar as follows: (Note: new text = **bold**; deleted text = ~~strikethrough~~.)

*5. Standing*

- …
- ~~If a student does not meet the satisfactory standards for their program, then a Conditional or Failed – Required to Withdraw standing will apply.~~
  - ~~Normally, conditions must be met within one academic term~~
- **Students who meet the academic requirements for their plan will be in excellent, good or satisfactory standing, depending on the plan and their term and overall averages. Failure to meet minimum average requirements for the plan may result in a conditional standing or a failed decision. Students with a conditional standing are strongly advised to meet with their academic advisor for plan-specific advice or a success coach for strategies to overcome barriers to academic success. Students with a conditional standing are normally given only one additional term to attain a satisfactory standing.**
- **Students who receive a conditional academic standing at the end of their first or second term of study may, in consultation with their academic advisor, choose to enroll voluntarily in the foundation term. This option may also be available to students whose academic advisors feel they would benefit from the foundation term.**
- Students may be required to withdraw from the faculty at any time under special circumstances, such as leaving their plan without notification or failing to write examinations.

- General students who raise their cumulative average and major average to honours levels may apply to be readmitted to honours plans.
- Students who have been inactive for three or more terms must apply for readmission to their plan. Note that work terms are not considered inactive terms.

*6. Readmission following a Failed ~~Required to Withdraw~~ Decision*

- ~~Students who have received their first required to withdraw decision within the Faculty of Applied Health Sciences may apply to return to the University of Waterloo after an absence of two consecutive academic terms (eight months).~~
  - ~~Such applications will only be considered if it is the student's first failure in the Faculty of Applied Health Sciences.~~
  - ~~There will be no consideration for readmission after a student has received a second required to withdraw decision.~~
- ~~Two months prior to the student's requested term of readmission, they should meet with an undergraduate advisor and submit an application for readmission for ONE term of non-degree studies.~~
  - ~~This application should include a statement on measures the student has taken to ensure success upon return.~~
- **Readmission applications will be considered only if it is the student's first failed decision within the Faculty of Applied Health Sciences.**
- **Students who receive a failed decision at the end of their first or second term of study may complete a foundation term or sit out two consecutive terms as a condition of readmission.**
- **Normally, students in *2A or above* who receive their first failed decision may apply for readmission to the University of Waterloo after an absence of two consecutive academic terms (eight months).**
- **Students seeking readmission should meet with an academic advisor and submit an application for readmission for ONE term of non-degree studies (see non-degree term description below) at least two months prior to the requested term of readmission. A co-op work term immediately following a required to withdraw standing is not counted towards the two term absence.**
- **If a student is granted readmission into a program in the Faculty of Applied Health Sciences:**
  - **The student's cumulative overall and major (program specific) averages will be cleared – that is, grades achieved in all previous course work will not be counted in the calculation of cumulative averages.**
  - **All previous University of Waterloo course attempts and grades will remain on the student's mark reports and transcripts.**

**Rationale:** See motion #1.

**►Faculty of Arts**
**Academic Standing and Averages Regulations**

**3. Motion:** To revise the text under the faculty's academic standing and averages section in the calendar as follows: (Note: new text = **bold**; deleted text = ~~strikethrough~~.)

*Academic Standing Definition*
Academic standing is a measure of the student's eligibility to declare a major and/or proceed in his/her academic plan and to qualify for graduation.

…

**A student who meets the academic requirements for her/his plan will be in excellent, good or satisfactory standing, depending on the plan and his/her term and overall**

**averages. Failure to meet minimum average requirements for the plan may result in a conditional standing or a failed decision.**

***Foundation Term***
**Students who meet the academic requirements for their plan will be in excellent, good or satisfactory standing, depending on the plan and their term and overall averages. Failure to meet minimum average requirements for the plan may result in a conditional standing or a failed decision. Students with a conditional standing are strongly advised to meet with their academic advisor for plan-specific advice or a success coach in the student success office for strategies to overcome barriers to academic success. Students with a conditional standing are normally given only one additional term to attain a satisfactory standing.**

**Ways to enter the foundation term:**

1. **Students who are given a failed academic standing at the end of their first or second term of study who apply for re-admission may first complete the foundation term or sit out two consecutive terms as a condition of re-admission. Those students who proceed in a foundation term will have their failed academic standing changed to conditional – foundation term.**
2. **Students who receive a conditional academic standing at the end of their first or second term of study may, in consultation with their academic advisors, choose to enroll voluntarily in the foundation term.**
3. **Students whose academic advisors feel they would benefit from the foundation term may choose to enroll voluntarily.**
4. **Normally students in 2A or above who receive their first failed academic decision may apply for re-admission to the University of Waterloo after an absence of two consecutive terms (eight months).**

*Year One Bachelor of Arts Students, & Upper Year Bachelor of Arts Students*

*{Only the note is revised in this section:}*
Note: Failure to meet minimum standing for the plan may result in a ~~*Failed, Required to Withdraw decision.*~~ **conditional standing or a failed decision. Students on conditional standing are required to speak with their academic advisor for advice to increase the likelihood of success in the conditional term**.

*Bachelor of Accounting and Financial Management Students, & Bachelor of Independent Studies Students*

*{Only the note is revised in this section:}*
Note: Failure to meet minimum standing for the plan may result in a **conditional standing or a** failed required to withdraw decision. **Students on conditional standing are required to speak with their academic advisor for advice to increase the likelihood of success in the conditional term.**

*Bachelor of Global Business and Digital Arts Students*

To be in ~~*good*~~ **satisfactory** standing in Honours Bachelor of ~~**Computing and Financial Management (BCFM**~~ **Global Business and Digital Arts (BGBDA**), a student must maintain:

~~1. a minimum cumulative average of 70% in the required courses from the Faculty of Arts and any free choice courses taken from the Faculty of Arts, **and**~~
   1. a minimum cumulative average of ~~60~~**75**% in the ~~required~~ courses ~~from~~ **specified for** the ~~Faculty of Mathematics and any free choice courses taken from the Faculty of Mathematics~~ **BGBDA degree requirements**, and
   2. a minimum cumulative overall average of 60%.

   Note: Failure to meet ~~*the*~~ minimum standing for the plan~~*, more than three academic course*~~

~~*units of excluded courses, or a difference of more than five academic course units between units attempted and units completed,*~~ may result in a **conditional standing or a** failed~~,~~ ~~*Required to Withdraw*~~ decision. **Students on conditional standing are required to speak with their academic advisor for advice to increase the likelihood of success in the conditional term.**

*Re-Admission Following a Failed ~~Required to Withdraw~~ Decision*
**Students who are given a "failed" academic standing at the end of their first or second term of study and apply for re-admission will normally first complete the foundation as a condition of re-admission. If their academic advisor recommends it, students may petition for exemption from the foundation term.**

**An upper year** student **with more than two terms of study** who has received a ~~**failed required to withdraw**~~ **failed** decision is eligible to apply for re-admission after an absence of two terms. Such applications will only be considered **only** if it is the student's first failure in the Faculty of Arts.

If the student is granted re-admission: …

Notes:
1. See Transfer Credit for further details.
2. Students contemplating re-admission after receiving a failed~~, *Required to Withdraw*~~ decision are strongly encouraged to consult an academic advisor prior to application.
3. **Students contemplating re-admission should take into consideration course selection dates when determining when to reapply as course availability may be affected.**

**Rationale:** See motion #1.

►**Faculty of Environment**
**Examinations and Standings Regulations**

**4. Motion:** To revise the text under the faculty's examinations and standings section in the calendar as follows: (Note: new text = **bold**; deleted text = ~~strikethrough~~.)

**Standing**

~~A maximum of 6.5 first-year units (100-level courses) will be counted towards a BES and BKI. For other requirements, see the section for your Department/School. Normally, a lecture course has a unit weight of 0.5. Students who have passed fewer than five units will be considered Year One; those who have passed at least five but fewer than ten units will be considered Year Two; those with at least ten but fewer than 15 units, Year Three; and those with 15 or more units, Year Four.~~

~~Standing in an individual subject is determined by combining the grades assigned for course work with those obtained in the final examination. For the purpose of grading, the~~

1. **The** University Grading System ~~will be used. The numerical grade system~~ is used in the ~~calculation of averages in the~~ Faculty of Environment. ~~The unit weighting of courses is also taken into consideration in average calculations.~~

2. **Students receiving an incomplete (INC) standing in any course will be allowed the following academic term to complete the coursework at the discretion of the instructor. If the coursework is not completed within this period the INC will automatically be converted to Failed to Complete (FTC) which equates to a grade of 32.**

   **The mark of IP (In Progress) may be assigned temporarily to the first half of two sequential courses (i.e., GEOG 490A and 490B). The mark indicates that the course is "In Progress" and that, when completed, a final grade will be assigned to both the "A" and "B" halves of the course (usually the same grade).**

~~2~~**3.** All courses taken are included in the cumulative overall average. Cumulative major averages are ~~determined by~~ **calculated** using ~~the~~ grades of ~~the~~ **select** courses in accordance ~~to~~ **with** the individual ~~plan specifications.~~ **plans.** See ~~the~~ **your** plan section in this calendar for details. Cumulative averages, both major and overall are calculated using grades whether ~~passed or failed.~~ **a course is passed or failed.**

**Students in a co-op plan are responsible for successfully completing four work terms and four work term reports and five professional development courses. See plan section for details.**

~~3~~**4.** When a course is repeated, both ~~marks~~ **grades** will appear on the student's record and will be included in the calculation of the cumulative overall average. If the course is part of the major requirement, both marks will be calculated in the major cumulative average~~.~~**, as well.**

~~4. Students receiving an incomplete (INC) standing in any course will be allowed four months from the completion date of the course to clear such standings. Any such standings not cleared within this period will automatically be converted to FTC (failed to complete) which calculates in the average as 32. In the School of Planning, this grade cannot be changed without a student appeal to the School. The mark of "IP" or "In Progress" may be assigned temporarily to the first half of what is essentially a year course which is listed as two courses (i.e., GEOG 490A and 490B). The mark indicates that the course is "In Progress" and that when completed, a final grade will be assigned to both the "A" and "B" halves of the course (usually the same grade).~~

**5. To be considered in satisfactory standing, a student must maintain:**

- **a cumulative overall average of 65% for all honours plans**
- **a cumulative overall average of 60% for general geography and environmental management**
- **a cumulative major average of 75% for planning and knowledge integration**
- **a cumulative major average of 70% for all other honours plans**
- **a cumulative major average of 65% for general geography and environmental management**

**A student who does not maintain the prescribed overall or cumulative major average will be given a conditional standing. Students on conditional standing are required to speak with their academic advisor, academic officer, or the faculty student success officer for advice to increase the likelihood of success in the conditional term. A student who is given a "conditional" academic standing at the end of his/her first or second term of study may choose to enroll voluntarily in the foundation term, with the advice of her/his academic advisor.**

**6. Normally, a student receiving a conditional standing will be given the option to continue to the next term with the intent to raise his/her cumulative and major averages to meet plan requirements.**

**Should the student fail to meet the academic requirements for his/her plan at the end of the conditional term, he/she will receive a "failed" standing.**

**Normally, an upper-year student (2A and above) who receives a "failed" standing is eligible to apply for re-admission after an absence of two consecutive academic terms. A co-op work term immediately following a required to withdraw standing is not counted towards the two-term absence.**

**In rare cases, a student may experience personal, medical or other challenges that create conditions under which the student either has limited likelihood of academic success or, more generally, may not benefit from continued studies. In these exceptional cases, the school or departmental promotions committee, in consultation with the student and other appropriate resources, may give this student "failed" academic standing regardless of his/her cumulative average.**

**7. A student who is given a "failed" academic standing at the end of his/her second term of study normally will be required to successfully complete the foundation term. A student maintains the option to withdraw for two academic terms.**

**8. A student who continues in his/her studies after either a successful foundation term or an absence of two consecutive academic terms will have his/her record cleared; that is, grades achieved in all previous terms will not be included in the calculation of cumulative averages. Calculation of cumulative averages will begin with the foundation term or upon readmission after an absence of two consecutive academic terms.**

**Courses taken prior to the foundation term or readmission will remain on the student's official academic record. Cleared courses with grades over 60% (65% for planning and knowledge integration) will contribute to the total credits required up to 10.0 units for honours and 7.5 units for general geography and environmental management students (50% of degree requirements).**

**Students are allowed to have only one foundation term or "failed" standing on their transcript while in their ENV program. Students not achieving their program averages for a second time will be unable to continue in their ENV program.**

~~5~~**9.** Some courses which are listed under separate labels or numbers have overlapping content. Only one of these courses may be taken for credit. These are designated with notes after the course description which would indicate one of the following:

- the courses are cross-listed;
- the courses are listed as antireq;
- credit will be granted only for one of a pair of courses;
- a course was formerly designated with a different number and/or label; or
- students should consult their undergraduate officer.

~~6. To be considered in satisfactory standing in an Honours plan, a student must maintain a cumulative overall average of at least 65% and a cumulative major average of at least 70% (75% for Planning and Knowledge Integration). If an Honours candidate's average falls below the prescribed minimum, the individual may be given conditional standing, if in the judgment of the School or Departmental Promotions Committee, the student can attain Honours standing before graduation. An Environment Honours student, upon request, may be considered for the Three Year General Geography and Environmental Management program if the average criteria for an Honours degree are not met. Regulations in number 8 below will apply to these students.~~

~~7. To be considered in good standing in Honours Co-operative plans (in addition to maintaining the required minimum cumulative averages), students must complete and submit a satisfactory Co-op work report at the completion of each of their first four Co-op work terms. A minimum of four satisfactory work reports is required for the Honours Co-operative degree. Co-op work reports are usually due seven days after the first official day of lectures of the academic term in which the report is required.~~

~~Co-op students in Environment are required to complete a minimum of five Professional Development (PD) courses, including an introductory course (PD1) that must be taken prior to the first work term. At least two other of the Professional Development courses must cover non-technical skills. Other than the initial PD course, the courses are normally taken during Co-op work terms. PD2 requires a work-term report to be written, which will be considered one of the four required work-term reports. Students are encouraged to take a Professional Development course each work term until the requirement is met.~~

~~Students who fail to meet these requirements will not be permitted to continue in Co-op.~~

~~8. To be considered in satisfactory standing in the General Geography and Environmental Management plan, a student must maintain a cumulative overall average of at least 60% as well as a cumulative major average of at least 65% in Geography (GEOG) and Environmental Studies (ENVS) courses. If at any time a student's cumulative overall average falls below 60%, or the average in the major subjects below 65%, the student may be granted conditional status, if, in the judgement of the Departmental Promotions Committee, the student will attain satisfactory standing before graduation.~~

~~9~~**10.** Full-time students may be enrolled for additional or fewer courses than the normal load as required in each plan only after obtaining the approval of the appropriate Undergraduate Officer. An undergraduate officer may approve a maximum of 3.25 academic units per academic term. Students wishing to take 3.5 or more units in a term must file a Petition for Exception to Academic Regulation.

~~10. Even while otherwise in good standing, a student who fails more than four courses (2.0 units) or the equivalent over the academic year, or who, in the opinion of the School or Departmental Promotions Committee, is deemed not to be profiting from university studies, may be required to withdraw regardless of her/his cumulative average.~~

~~11. If a student receives a "Required to Withdraw" decision, s/he is eligible to apply for re-admission after an absence of two consecutive academic terms. A Co-op work term is considered an academic term and therefore is **not** counted towards the two term absence. If the reasons for withdrawal include disciplinary problems, a statement will be placed in the student's file. If a student is granted re-admission:~~

- ~~the student's cumulative overall and plan averages will be cleared; that is, grades achieved in all previous course work will not count in cumulative averages;~~
- ~~all previous Waterloo course attempts and grades will remain on the student's record and transcripts;~~
- ~~courses cleared but with grades over 60% (65% for Planning and Knowledge Integration) will contribute to the total credits required up to 10.0 units for Honours and 7.5 units for three-year General students (50% of degree requirements); and~~
- ~~cumulative overall and plan averages for a degree will be based on courses taken following readmission and clearing of grades.~~

~~12~~**11.** Generally, students wishing to graduate with a University of Waterloo Bachelor of Environmental Studies (BES) or a Bachelor of Knowledge Integration (BKI) undergraduate degree must spend a minimum of two years or their final year in residence (full-time on campus). This does not preclude special studies approved in advance.

**Rationale:** See motion #1.

**►Faculty of Science**
**Academic Standing Regulation**

**5. Motion:** To revise the text under the faculty's academic standing section in the calendar as follows: (Note: new text = **bold**; deleted text = ~~strikethrough~~.)

**Academic Standing**

The Faculty of Science operates under a "unit-weight" system in which student progress is measured by units successfully completed rather than by years. ~~Students who have passed fewer than five units successfully will be considered Year One students; those with at least five but fewer than ten, Year Two; those with at least ten but fewer than 15, Year Three; and those with 15 or more, Year Four.~~ **See "Determination of Level of Study" in the undergraduate studies academic calendar for details.**

At the end of each term, the Examinations and Standings Committee of the Faculty of Science determines the academic standing of each student in the faculty~~. Academic standings are then posted by the **Registrar**~~**The grades defined under "General Information" in the University of Waterloo Calendar are used to make these evaluations. The registrar then posts academic standings** on Quest.

~~In determining the academic standing of a student, the Examinations and Standings Committee uses the following definitions.~~

~~WD – (withdrew after the course drop deadline) has no effect on average or credit calculations.~~

~~WF – (withdrew/failure) is assigned for courses dropped after week ten. WF will be weighted for averaging purposes as a mark of 32.~~

~~"Attempt" is a course completed, whether passed or failed, or recorded as INC or DNW. Courses dropped before the official deadline are not considered as attempts and do not appear on the transcript.~~

~~*Satisfactory, Good, or **Excellent***~~**Students who meet the academic requirements for their plan will be in excellent, good or satisfactory standing, depending on the plan and their term and overall averages. Failure to meet minimum average requirements for the plan may result in a conditional or failed academic standing. Students with a conditional standing are strongly advised to meet with their academic advisor for plan-specific advice or the science student success officer (SSSO) for strategies to overcome barriers to academic success. Students with a conditional standing are normally given only one additional term to attain a satisfactory standing.**

**Students whose academic advisors feel they would benefit from the foundation term may choose to enrol voluntarily.**

~~*Satisfactory, Good, or Excellent*~~ ***Excellent, Good or Satisfactory*** *Standing*

A student who meets, or exceeds, the minimum required standards of any academic plan will be placed in "~~Satisfactory~~ **excellent**", "good", or "~~Excellent~~ **satisfactory**" standing. Assuming all other program requirements are met, for most programs in Science,

if the cumulative average is ≥80%, the standing is "excellent";
if the cumulative average is ≥ 70% and < 80%, the standing is "good";
if the cumulative average is ≥ 60% and <70%, the standing is "satisfactory".

Please consult individual program descriptions for exceptions.

*Conditional Standing*

A student who marginally fails to meet the required standards of any ~~Academic Plan~~**academic plan** will be placed in ~~conditional~~ **conditional** standing~~ for one term only. During this period the~~**. The** student must regain at least ~~satisfactory~~ **satisfactory** standing in that ~~Plan~~ **program** or will subsequently be withdrawn from it**. Students are not able to graduate while in conditional standing**.

**Students who receive a conditional standing at the end of their first or second term of study may, in consultation with their academic advisors, choose to enrol voluntarily in the foundation term.**

**Progression standards for students in 1A or 1B:**

**A student in 1A or 1B given conditional standing (i.e., who does not receive a satisfactory or better standing) is encouraged to meet with the SSSO to determine the best course of action.**

~~*Failed – Required to Withdraw*~~

~~A student will normally have an academic standing of "Failed – Required to Withdraw" from the Faculty of Science after failing 1.5 units in a single academic term or after failing to achieve an~~

~~overall cumulative average of at least 55% and a cumulative average of 55% in all Science courses, or if unlikely to profit from further study, in the opinion of the Examination and Standings Committee.~~

~~Students who have been "Required to Withdraw" from the Faculty of Science must withdraw for at least two academic terms.~~

~~For students who have had a "Failed - Required to Withdraw" decision, a formal application for re-admission should be submitted to the Science Undergraduate Office two months prior to the requested term of re-admission. Applicants must include an electronically printed statement along with their application outlining why they are now likely to succeed.~~

~~Re-admission if granted will be with conditional standing.~~

~~Students will be readmitted into the Three-Year General Science program and must maintain a 55% cumulative GPA and a 55% Science average. This is based on a minimum of five lecture courses that must be taken in a maximum of two terms. These students will do a minimum of two approved Science lecture courses, plus any related labs where applicable, each term. If these conditions are met the conditional standing will be removed.~~

~~A student will normally have an academic standing of "Required to Withdraw - May Not Be Readmitted To Faculty" in the following situations:~~

1. ~~Not meeting the conditions for re-admission~~
2. ~~After failing more than 5.0 cumulative units, regardless of their averages~~
3. ~~Not meeting program/plan average requirements and/or failing 1.5 units or more, in any given term, following a previous "Required to Withdraw" standing from the Faculty of Science~~

~~*Required to Withdraw - May Not Be Readmitted to Faculty*~~

~~Any student who fails more than 5.0 units or has a previous "Failed Required to Withdraw" academic standing while registered in the Faculty of Science will have a "Required to Withdraw - May Not Be Readmitted to Faculty" standing and will not be eligible to apply for readmission any time in the future.~~

***Failed***

**A 1A/1B student will normally receive an academic standing of *"failed"* from the Faculty of Science under the following conditions:**

- **after failing a minimum of 1.5 units in a single academic term;**
- **after failing to achieve an overall cumulative average of at least 55% and a cumulative Science average of 55%;**
- **or if the Associate Dean, Undergraduate Studies judges that the student is unlikely to profit from further study.**

**Students receiving this standing have three options:**

1. **Foundation Term: Student will be moved to general science and must follow a structured term of courses as determined by the SSSO. The course load will be UNIV 101 and two science courses, excluding SCI-labelled or SCBUS courses. The requirements and outcomes of the foundation term can be found in the foundation term section of the calendar.**
2. **Non-degree term: Students who wish to pursue studies in another faculty must enroll in a non-degree term in preparation for the transfer, which must include UNIV 101.**
3. **Apply for readmission to the University of Waterloo after an absence of two consecutive academic terms (eight months).**

***Required to withdraw - may not continue in Faculty***

**A student will normally have an academic standing of "*Required to withdraw - may not continue in Faculty"* in the following situations:**

- **not meeting the conditions for readmission;**
- **not meeting the average requirements for the foundation term.**

***Unsatisfactory – eligible for Honours Science Non-Major only***

**A student registered in any of the following programs: biotechnology/economics or biotechnology/chartered accountancy, science and business, science and aviation or biomedical sciences who does not qualify for conditional standing will be moved to honours science. The student is required to meet with the SSSO. In a future term, depending on cumulative science and overall averages, the student could be eligible to resume his or her original honours plan. Re-admission to a co-operative program is not guaranteed and depends on availability of space and academic averages.**

***Unsatisfactory – eligible for General Science only***

**A student in an honours plan who does not qualify for conditional standing or honours science, depending on his or her averages, may be moved to the general science program. The student is required to meet with the SSSO and must carry a reduced course load, which is normally a three or four course maximum, as determined by the SSSO. At least one of these courses must be a science course and it must be taken with any associated lab if that lab has not already been successfully completed. SCI-labelled courses are not allowed to be the sole science course during this term. A student is deemed successful in this term if both the science and overall term averages are at least 55%. In a future term, depending on cumulative science and overall averages, the student could be eligible to resume his or her original honours plan or can continue in general science. Re-admission to a co-operative program should not be anticipated.**

**Progression standards for students in 2A or above**

**A student in 2A or above who is given a conditional standing (i.e., who does not receive a satisfactory or better standing) is encouraged to meet with the SSSO to determine their best course of action.**

***Unsatisfactory – eligible for Honours Science Non-Major only***

**A student registered in any of the following programs: biotechnology/economics or biotechnology/chartered accountancy, science and business. Science and aviation or biomedical sciences who does not qualify for conditional standing, will be moved to honours science. In a future term, depending on cumulative science and overall averages, the student could be eligible to resume his or her original honours plan. Re-admission to a co-operative program should not be anticipated.**

***Unsatisfactory – eligible for General Science only***

**A student in an honours plan who does not qualify for conditional standing or honours science, depending on his or her averages, may be moved to the general science program. A student is deemed successful in this term if both the science and overall term averages are at least 55%. In a future term, depending on cumulative science and overall averages, the student could be eligible to resume his or her original honours plan or can continue in general science. Re-admission to a co-operative program should not be anticipated.**

***Failed***

**Students will normally have an academic standing of *"failed"* from the Faculty of Science in**

**the following situations:**

- **after failing at least 1.5 units in a single academic term;**
- **after failing to achieve an overall cumulative average of at least 55% and a cumulative science average of 55%;**
- **or if the Associate Dean, Undergraduate Studies judges that the student is unlikely to profit from further study.**

**Students receiving this standing have two options:**

1. **Normally students in 2A or above who receive their first failed academic standing may apply for readmission to the University of Waterloo after an absence of two consecutive academic terms (eight months). A co-op work term immediately following a failed term standing is not counted towards the two-term absence.**
2. **If enrolled at the time of receiving this standing, the student can either withdraw or be moved to a non-degree term and allowed to finish that term. However the student will not be eligible to apply for readmission to any science degree program any time in the future.**

***Re-admission following a "Failed" standing***

**For students who have had a "*failed*" standing, a formal application for readmission should be submitted to the science undergraduate office two months prior to the requested term of readmission. Applicants must include a statement outlining why they are now likely to succeed, along with their application.**

**Readmission will come with the following conditions. Students will be re-admitted into the general science program and must maintain a 55% cumulative GPA and a 55% science average. This is based on a minimum of five lecture courses that must be taken in a maximum of two terms. Students must complete a minimum of two approved science lecture courses, plus any related labs where applicable, each term. Successful completion of this term will result in clearing of failed and below-average course grades up to a maximum of 3.0 units, at the discretion of the SSSO. Cleared grades will be removed from averages but not removed from the student's academic record. If the conditions are not met, a student will have a "*Required to withdraw – may not continue in Faculty*" standing.**

***Required to withdraw – may not continue in Faculty***

**A student will normally have an academic standing of "*Required to withdraw - may not continue in Faculty*" in the following situations:**

- **Not meeting the conditions for re-admission;**
- **After failing more than 5.0 cumulative units, regardless of the science or overall averages;**
- **Not meeting program/plan average requirements and/or failing 1.5 units or more, in any given term, following a previous "f*ailed*" standing from the Faculty of Science.**

***Non-degree term***

**A student is normally allowed to enroll in one non-degree term following a "f*ailed*" or a "*Required to withdraw – may not continue in Faculty*" decision. A student enrolled in such a term is ineligible to return to any Science program. Enrollment in a son-degree term is done in consultation with an academic services and admissions officer and an advisor from the faculty in which the student is anticipating admission.**

**Rationale:** See motion #1.

/kjj
December 19, 2011

Geoff McBoyle
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