

Academic Performance Regulations

❏ Grading System

Sessional Weighted Average (SWA):

- the “**weighted average**” of all classes taken in Term 1 (Fall) and Term 2 (Winter)

“Weighted average”:

Consider the example of three classes in one academic year.

A = 75% 3 credits

B = 45% 6 credits

C = 55% 3 credits

$$\begin{aligned}\text{Weighted average} &= \frac{\text{sum of (the marks times credit value)}}{\text{sum of the credits}} \\ &= \frac{75 * 3 + 45 * 6 + 55 * 3}{(3 + 6 + 3)} = 55\end{aligned}$$

NOTE: *If a student does not complete all term work and has not been granted an extension, a grade will be assigned by the instructor. This could mean a failing grade if mandatory work has not been completed.*

❏ Definitions

“INF” – Incomplete Failure

- ❏ Assigned when student has not completed the required course work, including any assignments or examinations
- ❏ May be removed if a deferred exam has been granted
- ❏ Students must apply to the college for a deferred exam.

Consequence:

- ❏ If a deferred exam request is not approved, a failing grade will be assigned by the instructor.

“DEF” – Deferred Examination

- ❏ Applies to a student who is absent from a final through no fault of their own (medical, or other valid reason).
- ❏ Must apply to the college within three days after the exam.
- ❏ If a student is absent from a deferred exam, a grade will be assigned by the instructor.

“SUPP” – Supplemental Examination

- ❏ between 40 - 49% inclusive
- ❏ replaces final exam mark in grade calculation
- ❏ only available to students in their graduating year

“CHRISTMAS BAIL-OUT”

- ❏ This option is only available to engineering students currently enrolled in their first term of academic studies.
- ❏ Designed for students who do poorly in first term and who wish to leave at Christmas (after writing their first term finals) and start over the following academic year (fall Term 1)
- ❏ Any class that has a mark of 60% or greater can be used as credit for the following academic year (fall Term 1)

NOTE: *Please consult with an academic advisor if you are considering the “CHRISTMAS BAIL-OUT” option to avoid a faculty action.*



❏ **College of Engineering Promotion Requirements and Policies**

College Promotion Regulations

Faculty actions based on college promotion requirements are determined by reviewing students' academic progress and the letters are issued by the Engineering Student Centre (ESC).

Sessional Weighted Average greater than or equal to 60%

- ❏ Failures: 1 to 6 credit units of courses
- ❏ Action: Must pass supplemental examinations (if eligible) or repeat the failed courses

Sessional Weighted Average greater than or equal to 55% but less than 60%

- ❏ Failures: 0 to 6 credit units of courses including no failures
- ❏ Action: *Advised to Discontinue*

Sessional Weighted Average greater than or equal to 55%

- ❏ Failures: 7 to 12 credit units of courses
- ❏ Action: *Advised to Discontinue*

Any Average

- ❏ Failures: 13 or more credit units of courses
- ❏ Action: *Required to Discontinue*

Sessional Weighted Average less than 55%

- ❏ Failures: Any number of failures including no failures
- ❏ Action: *Required to Discontinue*

Advised to Discontinue* - Students in this category are *Advised to Discontinue* their studies for at least one year but are not required to do so. Students who return must repeat the year (see "Repeat the Year"). Students in this category must repeat all courses below 60% in their *first* year back. This regulation is strictly enforced and it is the responsibility of the student to register in all repeat courses.

Required to Discontinue* - Students in this category are not eligible to register in the college for at least one academic year. Subsequently they must submit an application for readmission. Students must repeat the year (see "Repeat the Year"). If students transfer to another college or post-secondary institution during their *Required to Discontinue* year and subsequently transfer back to the College of Engineering, they will receive credit for courses taken toward the B.E. degree at the discretion of the college.

Repeat the Year* - Students in this category must repeat those courses taken during a previous academic session in which they received a grade of less than 60%. Students in this category must repeat all courses below 60% in their *first* year back. This regulation is strictly enforced and it is the responsibility of the student to register in all repeat courses. Students must receive a weighted average of 60% or greater on the repeated courses or they will be *Required to Withdraw*.

Required to Withdraw - Students are not normally permitted to repeat the year more than once in their program. The second time they are *Advised to Discontinue* or *Required to Discontinue*, they will be *Required to Withdraw* from the College of Engineering. Only under exceptional circumstances will subsequent readmission be considered.

Students who are *Required to Discontinue* or *Required to Withdraw* and could complete the requirements for the degree in one academic year may petition the Student Academic Affairs Committee for permission to return immediately. Permission to return will be at the discretion of the Student Academic Affairs Committee. Such a petition will only be considered once during the entire program of studies of a student.



Students may also be *Required to Withdraw* for other reasons such as unethical conduct or academic misconduct.

*Students who are Advised to Discontinue or Required to Discontinue will be placed on academic probation, and will be “Required to Withdraw” if the criteria for “Advised to Discontinue” or “Required to Discontinue” is met during a future academic session.

Academic Performance Regulations

		Number of Credit Units failed				
		0	3	6	9 to 12	15+
Sessional Weighted Averages	65	Promote	repeat the failed course	Failed \geq 40%	Advised to Discontinue Repeat all courses with grade $<$ 60% Must obtain an average \geq 60% in repeated courses.	Required to Discontinue
	60			Repeat the failed course(s)		
	55	Required to Discontinue Required to remain out for at least one year. Can apply to re-enter the College the following year. If allowed to return, repeat all courses with grade less than 60%. Other conditions may apply. Must obtain an average \geq 60% in repeated courses.				