

School of Nursing and Health Sciences (SNHS)

Academic Progression Policy and Procedure

Policy:

Student progression and course sequencing in an academic program are guided by faculty-approved curricular plans, program policies, and specific course requirements. The Academic Progression Committee (APC) oversees the implementation of academic regulations that deviate from the jurisdiction of SNHS policies, procedures, and course syllabi requirements. In such cases when deviation from regulations may occur, and/or when student progression in an academic program may be affected, the APC must be consulted.

Procedure:

When a student progression issue is identified, it will be brought to the attention of the program director, who in turn completes the *Progression Review Form*. The form will be forwarded to the Chair of the Academic Progression Committee. In addition, substantive documentation from all parties will be solicited as necessary for decision-making purposes.

Following the review, the Chair of the APC committee will submit a formal recommendation to the appropriate administrator, and faculty where necessary. The department head will be responsible for communicating the final decision to the student.