

The promotion standard ensures adequate progress is made and that you will meet the standards for graduation. If you cannot achieve the promotion standard, you are not making satisfactory progress. Your Cumulative Weighted Average (C.W.A.) is based on all University of Saskatchewan courses attempted, including failures (except for the lower grades on retaken courses). Your average also includes INF (incomplete-fail), WF (withdraw-fail) and ABF (absent-fail) grades. A numeric grade will be assigned by the instructor based on work completed in the course and this will be used in the calculation of averages.

## **Retaking Courses**

If you have failed a University of Saskatchewan course, you can retake the course. If you have received a mark of between 50% to 59% in a course, you can retake it **once** as permitted by College policy. Only the higher University of Saskatchewan mark is used in the average but the lower mark remains on the transcript. Once you have passed an upper-level class, no prerequisite class can be retaken for a higher mark. For example, BIOL 120.3 and 121.3 cannot be retaken if you have already passed BIOL 211.3 at the University of Saskatchewan or its equivalent at another university.

You cannot raise a lower mark from a University of Saskatchewan class with a class from another institution. For example, if you fail BIOL 120.3 and 121.3 here but retake an equivalent course to BIOL 120.3 and 121.3 at another university, you can use the transfer course in your program but your original failing mark for BIOL 120.3 and 121.3 would stay in your University of Saskatchewan average.

## **What happens if my grades are too low?**

The College calculates your C.W.A. at the beginning of June (or later, if you have deferred exams). You are notified by letter if your grades do not meet the promotion standard. Students who do not meet the promotion standard are either:

- 1) **Required to Discontinue (RTD)** for one year (June 30 to April 30). Required to Discontinue appears on your transcript.  
**OR** placed on
- 2) **Probation**, which restricts you to 24 credit units during the next regular session (a maximum of 12 credit units per term). You may take courses in Spring and Summer Session. Probation does not appear on the transcript.

Students who are Required to Discontinue may have the option of taking courses as students in Open Studies during their RTD year. However, Arts and Science RTD students who take courses in Open Studies should be aware that they **must raise their average to 60% before they can be readmitted** to Arts and Science. Arts and Science RTD students who stay out the year during their first RTD are automatically readmitted to the College upon submission of the re-admission application.

## **What if my marks don't improve?**

Because the Promotion Standard increases as you take more classes, if you are placed on probation one year you may well be Required to Discontinue the next unless your marks improve significantly.

## **Graduation standard in the major**

The Promotion standard is based on the overall average. To graduate, you must also meet the graduation standard in your major subject. Being placed on Probation or RTD will alert you that your overall average is too low, but it is up to you to watch your major average. If it is too low, you should consult with the department to discuss what you can do to improve your marks and raise your average. You should also consider changing to a different major.

## **I failed in my first year. Can I ever graduate?**

The College also uses an Alternative Graduation Standard and an Alternative Promotion Standard for students who have done poorly in the first or second year of studies. Provided you have performed better in the last two years of study, these standards ignore the marks from the first year or second year.

## **Appeals**

Failure to meet the Graduation Standard cannot be appealed, and you cannot receive your degree if you do not meet the Graduation Standard. You can appeal being Required to Discontinue or being placed on Probation if there are documented extenuating circumstances (such as medical problems for yourself or your family or unexpected financial difficulties) which help to explain why your marks in that year were unusually low. The College expects, however, that you will resolve these problems before you return to school. As you still will have these poor grades on your record, you must improve your academic performance before you can graduate.

If extensive problems have impacted your academic performance (e.g. a sudden debilitating illness or severe family crisis), you can also appeal for Retroactive Withdrawals from these courses. The appeal should be made as soon as possible and must be very well documented. Normally, such appeals are only considered if they relate to academic performance and difficulties experienced within the last two years.

## A. Arts and Science Promotion Standards

### **Promotion Standard:**

Credit Units	Promotion	Probation	RTD
Attempted:			
18 - 30	56%	55.99 - 50.00%	49.99% or less
31 - 60	58%	57.99 - 54.00%	53.99% or less
61 or more	60%	59.99 - 58.00%	57.99% or less

### **Alternative Promotion Standard\*:**

Credit Units	Average calculation	Promotion	Probation	RTD
Attempted:	based <u>only</u> on:			
30 - 78	last 18 to 48 cu	62%	61.99 - 58.00%	57.99% or less
78 or more	last 48 to 60 cu	62.5%	62.49 - 60.00%	59.55% or less

## B. Arts and Science Graduation Standards

All of the following standards exclude the lower grades on re-taken courses.

### **Overall Graduation Standard:**

B.A. Three-year, Four-year; B.Sc. Three-year, Four-year, B.Mus.: 60% overall average.  
B.A. and B.Sc. Honours, B.F.A.: 70% overall average.

### **Graduation Standard in the Major:**

B.A. Three-year, Four-year; B.Sc. Three-year, Four-year, B.Mus.: 62.5% average on all courses attempted in the major subject.  
B.A. and B.Sc. Honours, B.F.A.: 70% average on all courses attempted in the major subject.

### **Overall Alternative Graduation Standard\*:**

B.A. Three-year, Four-year; B.Sc. Three-year, Four-year, B.Mus.: 62.5% overall average on last 60 credit units.  
B.A. and B.Sc. Honours, B.F.A.: 75% overall average on the last 60 credit units or more.

### **Alternative Graduation Standard in the major:**

B.A. and B.Sc. Three-year: 62.5% average on all senior courses (200-level or higher) attempted in the major.  
B.A. and B.Sc. Four-year, B.Mus.: 65% average on all senior courses (200-level or higher) attempted in the major.  
B.A. and B.Sc. Honours, B.F.A.: no alternative graduation standard in the major. The normal Honours standard in the major must be met to receive these degrees.

\*Alternative Promotion and Graduation Standards allow students who failed courses during their first or second year at University to graduate provided they achieve higher marks in their last two years.

### **Graduation Standard in the Minor and in Recognition**

62.5% on all required courses attempted. Completion of a Minor or Recognition in a Language is not required to receive a degree so there is no alternative standard.

### **Graduation Standard in the Post-Degree Specialization Certificate (PDSC)**

62.5% in the major and 60% overall in the courses required for the PDSC. The Alternative standard can also be used if applicable.