

FAILED COURSES/ SUPPLEMENTAL ASSESSMENT

In general, a student who is eligible for continuation of study in the program but has failed to gain standing in one or more of the courses attempted will be required to repeat the course(s) or take an alternative credit. Note that a failed course attempt remains on the student record even if the course has been repeated successfully. However, the University recognizes that there may be cases where it is unreasonable for the student to repeat the course to make up for the lost credit.

Therefore, the Academic Review Sub-Committee may, if appropriate and feasible, and only under special circumstances, allow a student the opportunity to gain credit for a failed course by granting a supplemental assessment. It is unlikely that any student with a final grade of less than 40% would meet the requirements of the granting of a supplemental assessment. The decision to grant the assessment will normally be made in consultation with the faculty and a review of the student's course performance during the semester. The student must submit a Request for Academic Consideration form to request a supplemental assessment.

The Academic Review Sub-Committees will consider granting a supplemental assessment in the following special circumstances:

1. the course is failed in the graduating semester (if a supplemental assessment is granted and successfully completed, convocation will most likely be deferred until the following semester);
2. the failed course is not available to the student within the following three semesters, or within a time period that includes the graduating semester;
3. the course is of such a nature that there is no permissible substitute or alternative available to the student within the following three semesters, or within a time period that includes the graduating semester; or
4. the course is a required two-semester course that cannot be taken and completed within the following three semesters, or within a time period that includes the graduating semester.

The original failing grade will remain on the student's academic record. A notation of "P" or "F" will be shown beside the original failing grade to show that a supplemental assessment was granted and whether the outcome resulted in credit (P) or not (F).