

To: Executive Committee
Faculty of Applied Science and Engineering

From: Committee on Examinations

Re: Amendment to First Year Promotion Regulations

Background:

Over the past few years, an increasing number of first year students have registered on a part-time basis in 1F, or elected for a reduced course load. As the T-Program was designed for full-time, full-load students, the First Year Office has found it increasingly difficult to administer the T-program to this group of students in an effective manner.

Another concern for the First Year Office is the consideration of APS111 as a non-technical course in respect to the T-Program, and thus, is not repeated if the course mark is above a 50%. As this course is an engineering design course, and includes many technical areas of study, it is proposed that this course be considered equally with other technical courses in the T-Program regulations. The current T-Program regulations read as follows:

First year Students Enrolling with a Clear Record – Session 1F

- a. Session Average 60% or greater: Passed. Proceed to the next session 1W with a clear record.
- b. Session Average between 55% and 60%: Placed on Probation with three options:
 - i) Proceed to 1W on probation if all course marks are 50% or greater.
 - ii) Enroll in the T-Program on probation. Will repeat all courses with marks less than 50%. **May elect to repeat other courses (except APS111H1)** which have marks between 50% and 59%. Up to three courses may be repeated.
 - iii) Withdraw from the Faculty with the right to return to a subsequent Session 1F on probation.
- c. Session Average between 45% and 55%: Placed on Probation with two options:
 - i) Enroll in the T-Program on Probation. Will repeat all courses with marks less than 60% and **APS111H1 if the mark is less than 50%**. If more than three courses have marks less than 60%, the three courses with the lowest grades will be repeated.
 - ii) Withdraw from the Faculty with the right to return to a subsequent Session 1F on probation. If more than three course marks are less than 50%, a student must withdraw.
- d. Session Average less than 45%: Failed. May apply for re-admission. Re-admission, if granted, will be on repeat probation.

Proposed Changes:

It is proposed that notations be added to the promotion regulations for 1F to:

- a) exclude part-time students from enrollment in the T-Program,
- b) clarify the number of courses that may be repeated,
- c) remove the exclusion of APS111H1 from the T-Program repeated courses

The new regulations would read as follows:

First year Students Enrolling with a Clear Record – Session 1F

- a. Session Average 60% or greater: Passed. Proceed to the next session 1W with a clear record.
- b. Session Average between 55% and 60%: Placed on Probation with three options:
 - i) Proceed to 1W on probation if all course marks are 50% or greater.
 - ii) Enroll in the T-Program on probation. Will repeat all courses with marks less than 50%. May elect to repeat other courses which have marks between 50% and 59%. Up to three courses may be repeated. Students who are part-time or who are required to repeat 4 or more courses are not eligible to enrol in the T-Program.
 - iii) Withdraw from the Faculty with the right to return to a subsequent Session 1F on probation.
- c. Session Average between 45% and 55%: Placed on Probation with two options:
 - i) Enroll in the T-Program on Probation. Will repeat all courses with marks less than 60%. If more than three courses have marks less than 60%, normally, the three courses with the lowest grades will be repeated. Students who are part-time or who are required to repeat 4 or more courses are not eligible to enrol in the T-Program.
 - ii) Withdraw from the Faculty with the right to return to a subsequent Session 1F on probation. If more than three course marks are less than 50%, a student must withdraw.
- d. Session Average less than 45%: Failed. May apply for re-admission. Re-admission, if granted, will be on repeat probation.

The Promotion regulations in Matrix form would also be amended in the Calendar to reflect these changes. These changes will enable the T-Program to be administered in a more effective way, and allow for repetition of APS111 in situations where it is merited.

Respectfully Submitted

Professor L.L. Diosady
Chair, Examinations Committee
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