## *Academic Probation Contract Part 2*

To progress to the next level of program study, all students must achieve the following conditions:

* a semester Grade Point Average (GPA) of 1.0 or greater
* a passing grade in 66.66% (2/3rds) of registered course load
* successful completion of prerequisite and/or co-requisite course(s) if applicable
* successful completion of mandatory course and/or semester requirements (such as non-academic requirements among others) as determined by the program.

For more information about Academic Probation, please consult the Academic Standing Including Probation and Suspension Procedure #OP 2-201E available on the myCampus Portal, under the Resources tab and subheading “Policies and Regulations”.

This form will be completed by the coordinator of the program in which the student will be registered when they return to the college. For example, if a student is on probation but has transferred programs, this form is to be completed by the coordinator of the new program.

Student Name:  Student Number: 

Current Program:  Date: Click here to enter a date.

This form initiates your program re-entry; however, it is **subject to payment of fees and space availability in your program**. Timetables will be finalized by the Office of the Registrar. Your completed timetable will be available on your Student Centre.

### Student Return Intake:

[ ]  Fall [ ]  Winter [ ]  Spring Year: 

*Please note*: If you are applying for entry to semester 1 of a program for the Fall intake – OR for an intake in a different academic year - you will need to reapply via ontariocolleges.ca (OCAS) .

### Meeting Recommendation(s):

Meet with Coordinator (Name): 

By Date: 

Frequency: 

### Student Support Recommendations:

[ ]  Counselling Support [ ]  Accessible Education Support [ ]  Career Services Support

[ ]  Tutoring (courses): 

[ ]  Library Services Workshops (research skills, avoiding plagiarism, citation styles):

 

[ ]  Other:

 

### Students, please complete the following tasks:

[ ]  Make an appointment with a Financial Aid Officer

[ ]  Reapply through ontariocolleges.ca (OCAS) and submit application (for re-entry into semester 1 for Fall intake or for a different academic year)

[ ]  Complete Course Registration at the Office of the Registrar (if part-time student)

[ ]  Complete Program Withdraw Form

[ ]  Complete Program Transfer

Indicate previous program: 

### Course Load- Include Course Name and Course Number Semester Level (of the course)

### Ex. Ecology and Environment/ENVR20

**1**  

**2**  

**3**  

**4**  

**5**  

**6**  

**7**  

**8**  

**9**  

**10**  

### Explanation of Plan/Comments:

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**For all Students:**

I agree to comply with the recommendations included in this form. I understand that it is my responsibility to meet with a Financial Aid Advisor if I am in receipt of financial aid. Finally, if I decide to leave my program, it is my responsibility to formally withdraw from the College or be subject to fees and penalties.

**For all Coordinators:**

Ensure you save and email this completed form to your assigned records officer at the Office of the Registrar AND carbon copy the student to ensure that they receive a copy of the contract

 Click here to enter a date.

**Coordinator Name – Type in Name Date**