

# ***Academic Probation Contract: Part 1 for Students***

**Please read the following questions and answers before completing the form.**

## **What is Probation?**

Our records indicate that you were unsuccessful in meeting the requirements of progressing to the next level of your program study and have been put on academic probation.

## **What are the requirements to progress?**

In order to progress to the next level of your 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 your 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.

## **What does probation mean for me?**

When you are put on academic probation, the College withdraws you from your program and removes your student timetable. You are no longer a registered student until you complete the probation contract with your program coordinator and re-establish your enrolment with a developed course load.

## **What does this mean for my education?**

Fleming College values student success; and for students who are struggling, we have this probation process to formalize a meeting with your program coordinator to get you back on track with your studies and improve your success. Think of this as an opportunity for formal academic advisement.

## **Is academic probation permanent?**

Not at all. Academic probation is merely a status that gets applied for one semester. After your meeting with your program coordinator which you will arrange, and subject to space availability, payment of fees, and delivery of courses, you could resume your studies in your program, or a different program.

## **What happens if I am on probation a second time?**

If you fail to clear your probationary status in the term that you return, you will be suspended from the college for a period of at least one subsequent academic semester of your next program delivery and will need to apply through the normal College admission process for re-admission to the program. Re-admission into the program is not guaranteed.

## **What does this mean for my financial assistance?**

Because you were unsuccessful in meeting the progression requirements this semester, your financial assistance funding (examples OSAP, second career, band funding, or WSIB) may be affected. It is **your** responsibility to contact the Office of the Registrar to determine whether your financial assistance is in question.

## **How do I get back to class?**

It is **your** responsibility to initiate the probation process by following the steps outlined in this email and the chart below. If I do not follow the steps as described, you will not have a timetable or be re-admitted to your program as availability of spots is not guaranteed.

## Academic Probation Contract: Part 1 for Students

Please complete all components of this form

Name:

Student Number:

Program:

Semester Level:

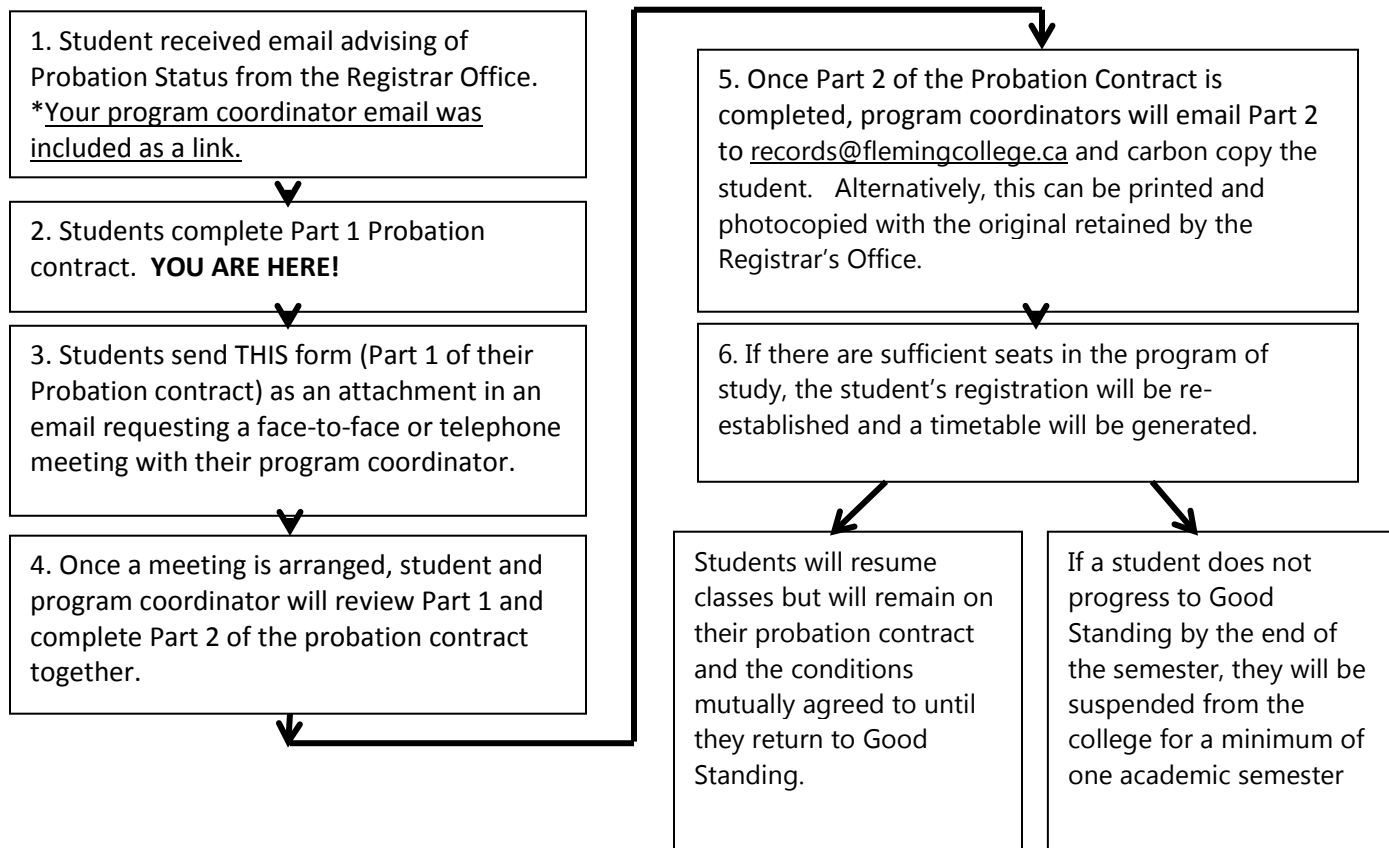
E-mail:   
(Fleming College e-mail)

Phone Number:   
(Current working phone number)

### As a Fleming College Student, I understand:

- It is **my** responsibility to initiate the probation process by following the steps outlined in this email and the chart below. If I do not follow the steps as described I will not have a timetable or be re-admitted to my program as availability of spots is not guaranteed.

Please examine the flow chart below as it will help you navigate the probation process:



## SECTION 1

**Possible Barriers to Success** (Please check off any/all that apply)

- |   |  |
|---|--|
| <input type="checkbox"/> Hours worked                       | <input type="checkbox"/> Personal challenges               |
| <input type="checkbox"/> Study hours/week                   | <input type="checkbox"/> Not understanding course material |
| <input type="checkbox"/> Difficulties with living situation | <input type="checkbox"/> Learning Difficulties             |
| <input type="checkbox"/> Financial difficulties             | <input type="checkbox"/> Not interested in program         |

## SECTION 2

**Briefly describe why you think you were unsuccessful this past semester.** This may include any of the barriers listed above or any other issues that may have occurred over the semester. (Text box will expand as you type)

## SECTION 3

**Student Plan to Succeed** (Outline your plan for success including supports you will seek that would be helpful as well as identifying any program status changes or switching) – Text Box will expand as you type.

Student Name – Type in Name

Date

[Click here to enter a date.](#)