

ACADEMIC STANDING POLICY

Reference Number: RGR - 010

Functional Area: Academic Affairs

Approved Date:	30 January 2025
Approved by:	Academic Council
Effective Date:	30 January 2025
Applies to:	All students enrolled in UCA
Responsible Office:	Office of the Registrar
Last Reviewed/Updated:	30 January 2025
Scheduled Review Date:	

Rationale: This Policy is established to maintain the academic integrity of UCA credentials, ensuring that students are meeting the required academic performance standards and are provided with guidance and support where necessary. The policy aligns with common practices in higher education regarding academic probation and dismissal.

TABLE OF CONTENTS

1.	POLICY STATEMENT	2
2.	PURPOSE	2
3.	SCOPE	2
4.	DEFINITIONS	2
5.	POLICY	2
5.1.	Academic Standing.....	2
5.2.	Programme requirements	3
5.3.	Course repetition.....	3
6.	ROLES AND RESPONSIBILITIES	3
7.	CONTACT INFORMATION	3
8.	REVIEW HISTORY	4

1. POLICY STATEMENT

- 1.1. The University's Academic Standing Policy outlines the standards of academic performance expected from students and provides a structured approach for monitoring and supporting students who do not meet these standards. The Policy ensures that students maintain progress throughout their studies and, where necessary, receive appropriate academic support.

2. PURPOSE

- 2.1. The purpose of this policy is to set clear criteria for evaluating a student's academic progress, outline the actions taken when students do not meet the required academic standards, and ensure that support mechanisms are available to help students succeed academically.
- 2.2. In the event there is a conflict/ collision between the policy and mandatory provisions of the laws of the Founding States, the latter shall apply.

3. SCOPE

- 3.1. This Policy applies to all students enrolled in UCA, covering Undergraduate and Graduate Programmes.

4. DEFINITIONS

- 4.1. Academic Standing. A measure of a student's overall academic performance, usually determined by their Cumulative Grade Point Average (CGPA).
- 4.2. Academic Warning. Status assigned to students whose semester GPA (SGPA) is below the required threshold, but whose CGPA remains above the minimum standard.
- 4.3. Academic Probation. Status assigned to students whose SGPA and/or CGPA fall below the required threshold, giving them a limited time to improve their academic performance.
- 4.4. Academic Suspension. Status imposed after the student has been placed on academic probation and has not shown sufficient improvement in their grades or overall performance.
- 4.5. Academic Dismissal. Termination of a student's enrolment due to failure to meet the academic requirements after a period of suspension.
- 4.6. Academic Progression Committee (APC). A committee responsible for reviewing academic progress and recommending actions to the Dean of the School. The APC Terms of Reference is attached.
- 4.7. Faculty. This refers to any academic member of staff engaged in the delivery of teaching and learning activity.

5. POLICY

- 5.1. Academic Standing. Academic standing is a critical factor in determining whether a student is making satisfactory progress toward their degree. UCA aims to ensure that all students are on track academically and offers a range of support services for students who face academic difficulties, such as the help of academic advisors. The Academic Advisor Terms of Reference is provided in Annex 1 to the Reinstatement Policy.

5.2. Programme requirements.

- 5.2.1. To remain in good academic standing, students must maintain a minimum CGPA of 2.0.
- 5.2.2. Academic Warning. Students whose Semester Grade Point Average (SGPA) falls below 2.0, but whose CGPA remains above 2.0, are placed on academic warning.
- 5.2.3. Academic Probation. Students whose SGPA and/or CGPA falls below 2.0 after the academic warning are placed on academic probation and are required to raise their CGPA to meet or exceed the minimum threshold of 2.0 within one or two semesters.
- 5.2.4. Academic Suspension. Students are placed on academic suspension if their CGPA falls below 2.0 after being on academic probation for one or two semesters. During academic suspension, the student is prohibited from enrolling in courses for a specified period, which can range from one semester to a full academic year. In case of academic suspension students are required to leave campus immediately.
- 5.2.5. Academic Dismissal. If a student fails to attain a CGPA of 2.0 for two semesters after returning from academic suspension, they will be dismissed from the University. Students may also be dismissed for failing a required course twice, regardless of their GPA.

5.3. Course Repeat.

- 5.3.1. A student who fails a required course but maintains a GPA above 2.0 may repeat the course the next time it is offered. However, a course can only be repeated once.
- 5.3.2. A student who fails the repeated course will be dismissed from the program, irrespective of their overall GPA.
- 5.3.3. Course repeats are only allowed in cases of failure or valid reasons (e.g., health issues or extenuating family circumstances), and not for improving grades.

6. ROLES AND RESPONSIBILITIES

- 6.1. Programme Directors. Responsible for monitoring student academic performance.
- 6.2. Faculty Members. Responsible for providing feedback and support to students who are struggling academically.
- 6.3. Academic Progression Committee. Responsible for submitting recommendations to the Dean on academic warnings, probation, and dismissal.
- 6.4. Dean. Reviews APC recommendations and makes the final decision on academic progression and/or consults with the Rector on decisions involving prolonged suspension or dismissal.
- 6.5. Rector. All dismissals from the University are subject to the final approval by the Rector.
- 6.6. Registrar's Office. Responsible for providing grade reports and managing the academic dismissal process.
- 6.7. Students. Expected to be aware of their academic standing and seek assistance when necessary.

7. CONTACT INFORMATION

- 7.1. Office of the Registrar (registrar@ucentralasia.org).

8. REVIEW HISTORY

Revision №	Date	Approved by	Revision description	Process Owner
1				
2				