SAIBT ACADEMIC STANDING POLICY

Contents

SECTION A - INTRODUCTION

A.1 Purpose

Academic standing indicates a student's current progress toward completion of their program. SAIBT has defined 4 levels of academic standing for students undertaking an academic program. Each category has an impact on a student's progression in a program. This policy describes what each level of academic standing means.

A.2 Scope

This policy applies to all current students of the South Australian Institute of Business and Technology (SAIBT).

A.3 Definitions

Word/Term	Definition
Academic integrity	Honesty and respect in learning and research
Academic standing	Academic Standing describes a student status within the context of his or her progression through academic programs
Intervention strategy	Prescribed academic support plan for students to enhance academic skills and/or English proficiency
Program	The container for a group of modules that are to be completed in order to be eligible for an Award. The structure of a program is defined in the Study Plan
Satisfactory Academic Progress	A student who has passed 51% or more in a given trimester (GPA remains above 3 in a given trimester) as long as, in that trimester, they have not failed a Stage 2 prerequisite for a second or subsequent time
Stage 2 prerequisite module	A Stage 2 module which is a prerequisite for another Stage 2 module within the same program
Trimester	A study period format. Generally there are three trimesters in a study year
Unsatisfactory academic progress	A student who has failed 50% or more of their enrolment (GPA drops below 3, in a given study period) and/or has failed a Stage 2 prerequisite module again (for a second time or any subsequent time thereafter) and/or withdrawn from modules(s) based on unsatisfactory academic progress within a study period (WNP).
Unsatisfactory Academic Standing	A student with probation academic standing who fails 50% or more of their enrolment (GPA drops below 3, in a given study period) and/or has failed a Stage 2 prerequisite module again

A.4 Acronyms

Abbreviation	Phrase or Word
ITR	Intention to Report
SAIBT	South Australian Institute of Business and Technology
WNP	Withdraw No Progress

SECTION B - POLICY STATEMENT

B.1   Principles

SAIBT will monitor, record and assess the academic standing of each student for the program and courses in which the student is currently enrolled.

SAIBT is committed to the implementation of an intervention strategy for any student who is a risk of making unsatisfactory academic progress and who has a probation or probation academic standing by offering effective support mechanisms.

B.2   Policy

This policy should be read in conjunction with the **Academic Integrity Policy**.

SAIBT is committed to the delivery of high-quality academic outcomes for students through the regular monitoring and assessment of students' academic standing and through the provision of high quality support including:

1   Monitoring of Student Progress

1.1   SAIBT monitors student progress in the modules in which they are currently enrolled, offering appropriate support mechanisms and ~~during each study period and providing~~ early intervention strategies to students who are unable to maintain satisfactory academic progress.

1.2   SAIBT will assess students' academic progress during each study period if identified as necessary, such as where the student demonstrates low levels of student participation in the unit of study, or where the student has not attended any classes or engaged with any of the unit content online.

1.3   Students identified as a student of concern for low engagement or academic progress will be supported with early intervention strategies and their engagement with these strategies will be monitored.

1.4   During the study period, students are advised of and reminded of support workshops throughout the study period, such as:
- Help Desk Sessions for different modules led by Discipline Leads
- Study Skills Workshops
- Resume Writing Workshops
- Job Hunting Workshop
- Computer/ IT Support sessions

Support workshops are provided to students without additional fees.

2   Early Intervention Strategies

2.1   Early Intervention Strategies are implemented after establishing whether academic and/or non-academic support is required.

Intervention strategies are tailored to students' individual needs and take into consideration the student's cultural background, compassionate and compelling circumstances, disabilities and any other relevant health issues.

2.2 Where it is identified that academic support is required, the Student Learning Advisor will meet with the student to provide academic counselling and determine the correct intervention strategies.

2.3 Where it is identified that non-academic support is required, including but not limited to, mental health and well-being support, students may be referred to the Student Learning Advisor and /or Student Counsellor

2.4 As part of Orientation, students complete a literacy and numeracy diagnostic test. Students who score low in the diagnostic test will be enrolled in the Language for Study and/or the Mathematics for Study support modules.

2.5 Additional support modules are available to students and may be included as an intervention strategy where appropriate:
- Language for Health Science
- Program Design for IT
- Tertiary Skills Development

2.6 Students who advise SAIBT of a disability during the enrolment process will be contacted in Week Two to provide support and to offer Access and Inclusion plans where required.

3 Academic Standing

3.1 In all cases a student's standing at the end of the current trimester is determined using their standing at the end of the previous trimester, together with their academic achievement for the current semester.

3.2 Students with a standing of less than good who change their program will have their standing re-set to good and eligibility for a WNP grade is also re-set.

3.3 Students taking leave after increasing their Academic Standing level, will maintain their new level of Academic Standing and be required to follow the intervention strategy within their next enrolled Study Period.

4 Levels of Academic Standing

4.1 Good

4.1.1 A student at the start of their program or one who is making satisfactory academic progress. SAIBT has no concerns.

4.2 Warning

4.2.1 A student with good academic standing who
1. fails 50% or more of their enrolment (GPA drops below 3 in any given trimester) and/or
2. fails a Stage 2 prerequisite module again and/or
3. withdrawn from module(s) based on unsatisfactory academic progress within a study period (WNP).

4.2.2 Students will be issued with a warning letter, provided with counselling and will complete the requirements of an intervention strategy developed for them. This may include enrolment in the Tertiary Skills Development (TSD) module.

4.2.3 Students enrolled in the Graduate Certificate in Business and Management proceed directly from Good to Probation Academic Standing due to the duration of the program.

4.3 Probation

4.3.1 A student with a warning academic standing who
1. fails 50% or more of their enrolment (GPA drops below 3 in any given trimester) and/or
2. fails a Stage 2 prerequisite module again and/or
3. withdrawn from modules(s) based on unsatisfactory academic progress within a study period (WNP).

4.3.2 A student enrolled in the Graduate Certificate in Business and Management who fails a repeated module and/or fails 50% or more of their enrolment (GPA drops below 3 in any given trimester). This includes a student enrolled in the Graduate Certificate in Business and Management who has withdrawn from modules(s) based on unsatisfactory academic progress within a study period (WNP).

4.3.3 Students will be issued with a probation letter and will complete the requirements in the intervention strategy. This may include enrolment in the Tertiary Skills Development (TSD) module. Students enrolled in the Graduate Certificate in Business and Management who have not complied with the requirements of their intervention strategy may be re-assessed within the study period and issued with an Intention to Report.

4.3.4 A student who has been returned to Probation after a successful appeal from Unsatisfactory will be issued with a Probation reminder letter and will complete the requirements in the intervention strategy. If they do not comply with these requirements their Academic Standing level may be re-assessed within the study period.

2.4 Unsatisfactory

2.4.1 A student on probation academic standing who
1. fails 50% or more of their enrolment (GPA drops below 3 in any given trimester) and/or
2. fails a Stage 2 prerequisite module again and/or
3. withdrawn from modules(s) based on unsatisfactory academic progress within a study period (WNP).

2.4.2 A student who has not complied with the requirements of their intervention strategy at Probation and had their Academic Standing re-assessed within the trimester.

5 Students with Unsatisfactory Academic Standing

5.1 International

5.1.1 Students with Unsatisfactory Academic Standing due to failing 50% or more of the trimester enrolment and/or failing a Stage 2 prerequisite module again will be issued with an Intention to Report (ITR) for failing to make satisfactory academic progress.

5.1.2 Students with Unsatisfactory Academic Standing will be issued with an Intention to Report (ITR) for disciplinary reasons and may have their Confirmation of Enrolment (CoE) cancelled.

5.3 Domestic

5.2.1 Students with Unsatisfactory Academic Standing due to failing 50% or more of the trimester enrolment and/or failing a Stage 2 prerequisite module again, will be issued with a preclusion notice for failing to make satisfactory academic progress.

5.2.2 Students with Unsatisfactory Academic Standing) will be issued with preclusion notice for disciplinary reasons.

5.3   Students on Unsatisfactory, appealing their Academic Standing will be required to engage with an intervention strategy during this appeal process. If their appeal is approved, their intervention strategy may be modified.

6   Appeals

6.1   Students who wish to lodge an appeal may do so in accordance with the **Student Grievances and Appeals Policy and Procedure**.

7   Re-admission

7.1   A student who has been precluded from a program may apply for re-admission. Students wanting to re-apply may do so in accordance with the **Admissions Policy**.

SECTION C - GOVERNANCE

C.1   Responsibility

Identification	SAIBT Academic Standing Policy
Policy Owner	Academic Director, SAIBT
Approving Authority	SAIBT Academic Board
Initial Issue date	May 2016
Directory Location	Policies, SAIBT, Academic Directorate

C.2   Version Control

Current Version Number	3.0
Date of Effect	05/2024
Review Date	05/2027
Privilege Level	Public

C.3   Legislative and Organisational Context

Name
Higher Education Standards 2021
The National Code of Practice 2018

SECTION D - PROCEDURE

D.1   Related Procedures

Academic Standing Procedure

Student Grievances and Appeals Procedure

D.2   Related Policies

Academic Integrity Policy

Admissions Policy

Student Grievances and Appeals Policy