



St Leo's College Academic Progression Practice & Procedures

St Leo's College supports its residents to achieve academic excellence. It follows that the College expects residents to make steady progress through their courses and to remain in Good Academic Standing. St Leo's expects all residents to enrol fulltime at their respective universities.

Good Academic Standing is achieved by a resident at least:

- Meeting the minimum grade point average (GPA) of 4.0 in a given semester.
- Passing 51% of enrolled units in a given semester.

After the release of final grades each semester, the University calculates a GPA for each resident. This information is collected by the Deputy Head of College and/or St Leo's Academic Representative. Non-UQ students must disclose their results to the College by the commencement of the following semester.

If a resident is not in Good Academic Standing the following procedure can occur:

1. Academic Warning
2. Show Cause
3. Satisfactory/Unsatisfactory Progress

Academic Warning

A resident receives an Academic Warning where their:

- GPA falls below 4.0 in a given semester, or where they
- fail 50% or more of enrolled units for a given semester.

The Deputy Head of College and/or St Leo's Academic Representative is responsible for informing residents of Academic Warnings. The resident will receive the Warning either by email or by letter from the Deputy Head of College and/or St Leo's Academic Representative.

Where a resident receives an Academic Warning, he is required to meet with the Deputy Head of College and/or Academic Representative to seek academic advice and agree an Academic Plan. The resident's progress in the ensuing semester will be monitored and if no improvements are made towards Good Academic Standing, then the resident will receive a Show Cause notice.

Show Cause

A resident who receives a Show Cause notice is required to demonstrate why his St Leo's enrolment should not be terminated, and this notice is Cc'd to Fee Payers.

A Show Cause notice occurs where in the semester following an Academic Warning, there continues to be

- poor Academic Progression, or
- ongoing failure to meet with the Deputy Head of College and/or Academic Representative to agree an Academic Plan.

The Deputy Head of College and/or St Leo's Academic Representative is responsible for informing residents of a Show Cause notice. The resident will receive the warning either by email or by letter from the Deputy Head of College and/or St Leo's Academic Representative.

Satisfactory Progression following Show Cause

A resident is required to show evidence of improved Academic Progression. Improved Academic Progression means a resident's most recent semester results, immediately following the Show Cause, taken in isolation from the balance of his studies, are at GPA 4.0 or better.

Progression will be monitored throughout the semester and documented to provide evidence of satisfactory Academic Progression.

Interventions and Terminations of Enrolment

Interventions are on a case by case basis; depending on the resident's situation and reasons for ongoing poor Academic Progression.

Where a resident consistently shows Poor Progression after receiving an Academic Warning, a Show Cause notice and an Unsatisfactory Progression advice; the Deputy Head of College will meet with the Head of the College to discuss a suitable and appropriate intervention, which could include termination of enrolment.

End of Academic Progression Practice & Procedures

Responsible Officer	Council Approval Date	Review Date
Head of College	May 2024	May 2026