

STUDENT ACADEMIC POLICY

“What you don’t know could hurt you...”

Fall 2010

University of Guelph
Ridgetown Campus

- Final grades are determined by a combination of term work, assignments, mid-term examinations, and semester-end examinations

- Attendance is **mandatory** for all students at laboratory sessions, pre-lab sessions, presentations, scheduled student trips, externship, practice orientation field trips in the Veterinary Technology Program
- Attendance policy is variable for other programs (check course syllabus)

ACADEMIC POLICY

- **A total of 12 credits are required for graduation**
- **Check the calendar for the number of electives and core courses in your program**



- In order to graduate with **distinction**, a student must possess an accumulated **minimum** average of 80% at the end of the four semesters.



SPECIFIC ACADEMIC CONSIDERATIONS

Pass/Fail/ Supplemental Examinations

- The passing mark for all courses and/or modules is 50%.

Pass/Fail/ Supplemental Examinations

- If a student fails a course, he or she **MAY** be eligible to write a supplemental examination.
- Decisions concerning supplementary examinations are made in consultation with the program coordinator and the course instructor(s).
- The cost per supplemental examination is \$50.

Pass/Fail/ Supplemental Examinations

- Students that achieve an overall average between 50 and 59% at the end of a semester will be placed on probation.
- At the end of the next semester those students must have an accumulated average of 60% or greater to be allowed to continue.

Pass/Fail/ Supplemental Examinations

- An official transcript of student marks will be sent out at the end of each semester.



ACADEMIC INTEGRITY

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- Academic integrity is a fundamental value of the institution. When that core value is undermined, the climate of trust that fosters the growth of knowledge and the creation of new ideas is destroyed.
- For students, copying others' works, submitting false data, or obstructing the academic activities of others, damages the intellectual integrity of their academic experiences.

ACADEMIC INTEGRITY

- As defined in the University of Guelph's 2010 - 2011 Undergraduate Calendar, academic misconduct is:
- Behavior that erodes the basis of mutual trust on which scholarly exchanges commonly rest, undermines the University's exercise of its responsibility to evaluate student's academic achievements, or restricts the University's ability to accomplish its learning objectives.
[\(\[http://www.uoguelph.ca/undergrad_calendar/c08/c08-amisconduct.shtml\]\(http://www.uoguelph.ca/undergrad_calendar/c08/c08-amisconduct.shtml\)\)](http://www.uoguelph.ca/undergrad_calendar/c08/c08-amisconduct.shtml)

ACADEMIC INTEGRITY

- **All University Policies regarding academic integrity will be adhered to. Please refer to the above website for more information.**

ACADEMIC INTEGRITY

- An essential part of the veterinary technician's responsibility is the humane and responsible care of animals.
- While students in the veterinary technology program, it is critical that students use care and compassion at all time when handling animals.
- If incidents of mistreatment occur, as judged by a VT staff committee, they will be handled in the same manner as academic integrity issues.

ATTENDANCE/ABSENTEEISM FROM CLASSES

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- **Regular attendance** is expected of all college students.
- Attendance is **mandatory** for all Vet Tech students at laboratory sessions, pre-lab sessions, presentations, scheduled student trips, externship placement, practice orientation field trips, and all animal care assignments, including assigned weekend duty.

ATTENDANCE/ABSENTEEISM FROM CLASSES

- Failure to attend any of these will result in loss of marks and a possible “incomplete” grade in that subject.
- The student must confer with the instructor regarding make-up sessions or special assignments which will be required at the discretion of the instructor. These are to be completed on the student’s own time

ATTENDANCE/ABSENTEEISM FROM CLASSES

- Students with illnesses that require them to be absent from time to time, or absent for three or more consecutive days, will require a written statement from their physician.



ATTENDANCE/ABSENTEEISM FROM CLASSES

- For an emergency, unforeseen absence or absence due to illness or bereavement which prevents the student's attendance in classes or labs, the STUDENT must advise the instructor



ATTENDANCE/ABSENTEEISM FROM CLASSES

- Prompt attendance is expected at all classes.
- Latecomers **may not** be permitted to attend after class has started.
- Students should not leave the classroom during a lecture or laboratory unless it is an emergency.

ATTENDANCE/ABSENTEEISM FROM CLASSES

- **** Further attendance regulations may be set at the discretion of the instructional staff in their respective courses.**

ATTENDANCE/ABSENTEEISM FROM CLASSES

- **PLEASE NOTE:** The University of Guelph Diploma Program Calendar states that “A student who, for any reason, does not meet the attendance requirement may be required to withdraw from the course by the Academic Review Sub-Committee for the Associate Diploma Programs. Such action on the part of the Committee will constitute a failure in the course.”

PANDEMIC PLAN

- University of Guelph is very prepared for potential pandemics
- Please ensure that you utilize hand sanitizers found around campus, and wash hands frequently
- Stay home if you have flu-like symptoms (cough, fever, malaise)

ABSENCE FROM MAJOR EXAMINATIONS

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- Sickness and/or personal crisis at the time of major examinations (semester end) must be verified by a physician or other professional.



ABSENCE FROM MAJOR EXAMINATIONS

- If an instructor can justify a passing mark (based on adequate term work) for a student in a course missed because of sickness and/or personal crisis, the student will be awarded a credit in that particular course.
- A “**CREDIT**” will appear on the transcript for that course, and no further testing of the student will be required.

ABSENCE FROM MAJOR EXAMINATIONS

- If an instructor cannot justify a passing grade in the course, the course will be considered to be incomplete.
- Further testing of the student will be required and the final report card will be prepared upon completion.

Examinations

- A student will not be allowed into the examination room, unless authorized by the invigilator, after 5 minutes beyond the commencement of the examination.
- A student is not allowed to leave the examination room within the first 30 minutes of the examination.

Examinations

- All papers, notes, books, coats, hats, bags, etc. not required for the examination, or approved by the invigilator, must be left at the front or back of the room, or preferably outside the examination room.



Examinations

- Examinations written in pencil are not eligible for remarking or a grade review.
- No programmable calculators, palm pilots, cell phones or computers are allowed in the examination room. The invigilator has the right to examine suspect calculators and where required delete the calculator's memory.

Examinations

- No talking or other communications will be allowed between students in the examination room once the examination has commenced
- Students will not be allowed to return to the examination room during the examination once they have left. Washroom privileges will only be granted in unusual circumstances and only under proper supervision.

Examinations

- Students who are observed to be cheating, or who have in their possession unauthorized printed or written material which could be useful in answering examination questions, will be reported to the Associate Director of Academics for investigation

Examinations

- Appeals must be made within one week of notification of the grade.
- Final examinations will not be returned to students, although it is possible for students to review their examination papers with the instructor following notification of the final grade.

MENTAL HEALTH RESOURCES - Chatham-Kent

- **3. Family Services Kent** - 750 Richmond St., Chatham (519) 354-6221
 - - a fee-for- service agency (may be covered by Extended Health Insurance) for family/relationship assistance.

- **4. A psychiatrist**
 - is available through the Mental Health Clinic if a referral is made through a family physician.

- **5. Canadian Mental Health Association**
 - provides ongoing assistance of chronic disorders such a bi-polar disease, etc.

GOOD LUCK THIS YEAR!!!

