



## Academic Policy

Version: 1<sup>st</sup>

**Responsible To:** Head of College & CEO – John XXIII College

**Pertains To:** Residents (Accommodation Agreement Holder) – John XXIII College

**Supported By:** Deputy Head of College – John XXIII College

Staff – John XXIII College

Collegiate Team – John XXIII College

**Monitored By:** Head of College & CEO – John XXIII College

### **Purpose**

John XXIII College seeks to foster academic excellence and seeks to support the academic accomplishment of each individual within a community of peers where they are best able to use their own gifts to develop both academically and as a person. Some students will find this process difficult and challenging. As a Catholic College we need to provide each individual with the best opportunity to succeed and then allow each student to learn from any errors of judgement.

This policy and procedures is provided to:

- a. Educate the residents on the academic requirements of John XXIII College.
- b. Set out the principles and procedures to be followed at the College when dealing with academic concerns.
- c. Provide an academic support network to the Residents.
- d. Provide a graded response to Residents who receive fails and thus having difficulty adapting to university study or finding difficulty with a course or degree programme.
- e. Provide recognition to Residents achieving academic success.

In this way the College seeks to:

1. Assist Residents on their academic journey by supporting them and helping them to avoid receiving Course Fails and therefore reducing the University and College dropout rate.
2. Encourage the residents to achieve academic results that reflect their true ability.

### **Definitions**

#### Course / Subject

A Course is a subject of scholarly study.

#### Unit

A unit is an indicator of the value of the course within the total program. Most courses are valued at 6 units. Units are used to track progress towards completing a plan. Full-time students normally undertake 24 units of courses each semester.

#### Academic Plan

An academic plan is a distinct structured sequence of study and set of requirements for completing study for an award.

#### Academic Program

An academic program is a grouping of one or more academic plans around a particular theme. For example, a Bachelor of Science program includes an academic plan leading to a BSc award.

#### A Standard Study Load

A standard study load for an undergraduate is 24 units in a 6-month period. This usually corresponds to 4 courses (subjects).

A study load is considered:

- a. Full-time when they study 18 or more units in a 6-month period. This usually corresponds to 3 or 4 subjects.



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- b. Part-time when they study less than 18 units in a 6-month period. This usually corresponds to 1 or 2 subjects.

### Overload

An undergraduate student studying more than 24 units in a 6-month period requires permission from the university and must meet specified criteria laid down by the university.

### At Risk

A Resident is "At Risk" when they receive one or more course Fails. The Fail is an indicator that there is a problem that needs to be overcome, to ensure that the Resident doesn't receive any more Fails in the future.

### Grade Point Average

A Grade Point Average (GPA) is an internationally recognised numerical index that summarises the student's academic performance in a course. The GPA is based on a 7-point scale.

### Academic Team

The Academic team at the College is the group of student leaders who have responsibility for providing the academic support of the Residents. This team consists of the Dean of Residents: Student Life & Academics and the Academic Advisors (AAs). This team is led and supervised by the Deputy Head of College.

### The Pastoral Team

The Pastoral team at the College is the group of student leaders who have responsibility for monitoring the wellbeing of the Residents. This team consists of the Dean of Residents: Student Life & Academics and the Senior Residents (SRs). This team is led and supervised by the Deputy Head of College.

## Principles

1. The primary purpose for students coming to university is to develop their academic skills and knowledge and achieve the best results that they can.
2. At tertiary level each student has to take responsibility for their own learning and needs to become a self-reliant learner.
3. The main role of a tertiary College is to provide each Resident with the best opportunity to succeed and then allow each Resident to learn from their mistakes or errors of judgement.
4. To help the Residents grow academically the College needs to provide the Residents with appropriate encouragement, support and assistance. The Residents also need to realise that they also have a responsibility to seek or ask for assistance when they need it.
5. To be best able to support and guide the Residents and their academic development the College needs to monitor each Resident's performance so that it can recognise success, identify the students that need additional support and identify the areas that need to have support in.
6. The academic performance of the College Residents is a key indicator of the success of the College and its academic support program.

## Policy

1. John XXIII College supports the university requirements that every student must make adequate academic progress in their course of study.
  - a. Residents must be enrolled in at least three subjects each semester, notwithstanding graduating semesters, to satisfy the College's fulltime student/residency requirement and achieve at least Pass average.
  - b. Residents must make continual progress towards the conferral of their degrees to be eligible for residency at John XXIII College and must demonstrate "clear improvement" after a semester that comprised course failures.



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- c. Any withdrawal from a fulltime study load must be discussed with the Head of College.
2. Adequate academic progress is the sole responsibility of the individual student and requires them to achieve an appropriate balance of academic, social, cultural and sporting commitments.
3. John XXIII College will provide its students with an environment that promotes academic excellence. One that encourages and allows each Resident to achieve results that reflect their own natural ability.
4. The College will:
  - a. Provide encouragement and an academic support programme to all Residents in their academic study, including opportunities for both individual and group study.
  - b. Promote and reward excellence in tertiary study.
  - c. Promote and reward academic success due to determination, perseverance and consistency in learning.
  - d. Pro-actively and reactively monitor the academic progress of its Residents and have a graded response to students who have course fails.
  - e. Articulate the College and ANU consequences facing those Residents at risk.
  - f. Provide support to Residents who are “at risk” and are struggling with their studies. This support may include counselling, guidance and advice, referral to University Support Services or Academics, academic supervision or the development of individual support programs.
5. Residents who find their study load too onerous or their study content too demanding and so fail one subject should avail themselves of the support networks offered at both ANU and the College.

By accepting a John XXIII College Accommodation Agreement, Resident accepts and agrees to abide by all of the terms and conditions of John XXIII College’s Policies and Procedures. Residents should contact the College for further clarification if required.