



# St Andrew's College

ESTABLISHED 1867

## Academic Support Program and Policy

### Introduction and rationale

The Academic Support Program supports students who have missed the College Council's requirement of a 65% (Credit) SAM. The College aims to create an environment where all students are encouraged to fulfil their potential and to succeed, in all areas of endeavour, including degree study. The Program encourages students to take a lead in evaluating their learning strategies, articulating their goals, and implementing steps to improve their performance. The Program provides students with one-on-one support from an academic mentor and promotes participation in tutorials and Academic Skills Workshops. Students graduate from the Program upon achieving a 65% SAM with no fails.

### Entry into the Program

Any student who receives a Semester Average Mark of less than 65 or fails a unit of study enters the Academic Support Program. Engagement with the Program is then a requirement of continued College membership.

### Level 1 Support

Level 1 Support is provided for students whose SAM is 60 or above (but below 65). On Level 1, students are required to complete an Academic Support Plan and to discuss it with their nominated Academic Mentor in a meeting before Friday of Week 4.

### Level 2 Support

Level 2 Support is provided for students whose SAM is below 60 or who have failed two or more units of study. On Level 2, students are required to complete an Academic Support Plan and to discuss it with their allocated Academic Mentor in a meeting before Friday of Week 4. They are required to have a second meeting with their Academic Mentor before mid-semester. They are required to attend at least one Academic Skills Workshop and to participate in the tutorial program, subject to the availability of tutorials in their area of study.

### Graduating from the Program

Students will graduate from the Academic Support Program by meeting the College requirement of a 65 SAM with no fails.

### Progressing within the Program

A student may move from Level 2 Support to Level 1 Support by achieving a SAM of 60 or above (and below 65) with no more than one fail.

A student on Level 1 Support who achieves a SAM of 60 or above (and below 65) with no more than one fail will remain on Level 1 Support.

### Missing the College standard whilst on the Program

Students on Level 2 Support, having missed the College standard of 65 with no fails in a semester, who, while on the Program, again miss the College standard may forfeit their place at College. This is a decision of the Academic Sub-Committee.

The membership of the Academic Sub-Committee includes the Director of Education, the Vice-Principal, the Registrar, and the Education Officer. It will consider representations made by students with regard to their academic performance and any mitigating circumstances. These are likely to be requested at short notice after results are released due to a narrow timeframe in which to make decisions with regard to the next semester.

The Academic Sub-Committee will look favourably on engagement with tutorials and workshops and on significantly improved performance.

Students may appeal a decision of the Academic Sub-Committee to the Principal.

### At a glance

<b>Academic Support</b>	<b>Entry Criteria</b>	<b>Requirements</b>
Level 1	A SAM of <65 or 1 fail	<ul style="list-style-type: none"><li>• Complete Academic Support Plan</li><li>• Meet with Academic Mentor before Friday of Week 4</li></ul>
Level 2	A SAM of <60 or 2 or more fails	<ul style="list-style-type: none"><li>• Complete Academic Support Plan</li><li>• Meet with Academic Mentor before Friday of Week 4</li><li>• Meet with Academic Mentor before mid-semester</li><li>• Attend at least 1 Academic Skills Workshop</li><li>• Engage with Tutorial Program</li></ul>