



ASIAN BUSINESS SCHOOL
ACADEMIC PROGRESSION POLICY
YEAR 2024-26

ACADEMIC PROGRESSION POLICY

Policy Applies to	Asian Business School All Students
Governing Authority	Academic Committee
Responsible Officer	Dean Academics
Approval Date	17th Feb 2024
Effective Date	1st July 2024
Revision Period	To be reviewed every year

Intent

The Policy sets out the institute's requirements for students to achieve satisfactory academic progress in order to complete their course in accordance with the applicable Award Requirements stipulated in the Student Handbook.

Principles

1. The student is responsible for achieving satisfactory academic progress and complying with all Award Requirements, including completing their course within the maximum time to complete.
2. The Institute is responsible for monitoring students who are unable to achieve, at risk of not achieving, or have not achieved, academic progression requirements.
3. The institute is responsible for offering support to help the student meet their Award Requirements.
4. Academic progression decisions are based on academic criteria.
5. In its approach to identifying and supporting students not achieving academic progression requirements, the institute will adhere to the principles of procedural fairness and be equitable, consistent, transparent, respectful of privacy.
6. Application of this policy aims to ensure that students achieve:
 - o standards of academic performance of the course; and
 - o professional standards of practice as determined by relevant regulatory professional bodies.

Scope

This policy applies to all students admitted to Asian Business School.

Requirements of the Course

Award Requirements: the rules pertaining to the course are mentioned in the Students handbook and each student are required to comply with the same.

Conditions: the specific requirements which a student who has not achieved satisfactory academic performance must meet to be permitted to continue their enrolment in the course in subsequent semesters.

Maximum Time to Complete: the maximum time permitted for a student to meet the Award Requirements as articulated in the Student Handbook, and as per the norms is 4 years from the start year of the course.

Policy

1. Students must achieve satisfactory academic performance requirements to continue their enrolment in their course.
2. The requirements for satisfactory academic performance are:
 - pass all subjects; and
 - maintain a course Grade Point Average (GPA) of 5.00 or above; and,
 - pass more than 50% of completed course to be eligible to continue in the second year.
3. The Institute requires students to:
 - comply with relevant policies, procedures, Award Requirements, and subject outlines;
 - make genuine attempts to achieve passing results;
 - seek and engage with academic support offered by the institute when required and particularly if academic performance falls below satisfactory academic performance requirements; and
4. The Institute will communicate what the student must achieve to comply with overall Award Requirements.
5. A student's academic performance will be assessed at the end of each Teaching Period and/or Semester, and can be re-assessed at any time during the course.
6. Where a student fails to achieve satisfactory academic performance requirements, conditions or exclusion will apply in accordance with the Unsatisfactory Academic Performance Procedures.
7. The Institute will monitor the academic progress of all students and identify, communicate with and support individual students who are at risk of not achieving, or have not achieved, satisfactory academic performance requirements, in accordance with the Unsatisfactory Academic Performance Procedure.
8. The Institute will monitor students' academic progress and identify, communicate with and support students who are at risk of not completing their course within the maximum time to complete, in accordance with the Maximum Time to Complete Procedure.
11. In accordance with the Maximum Time to Complete Procedure a student who is unable to complete their course within the maximum time, as stated in the Student Handbook, will be notified and withdrawn from the course.



DIRECTOR

REVIEWED ON: 2nd Feb 2024