

The Academy Canada Transcript is a record of course work, both complete and incomplete, during a student's enrollment in a Diploma/Certificate Program.

LEGEND

Awarded: indicates that the student has successfully completed all required components for the Diploma/Certificate.

Not Awarded: indicates that the student has not successfully completed all required components for the Diploma/Certificate.

* - **Supplementary exam mark considered:** The final grade for the course has been determined by term grades as well as a supplementary final exam. Supplementary exams are granted at the discretion of the administration.

Honours Awarded: indicates that the student has successfully completed all required components with an overall average of 90% or above.

Distinction Awarded: indicates that the student has successfully completed all required components with an overall minimum average of 80% and is in the top 10% of their graduating class.

Honours with Distinction Awarded: indicates the student has successfully completed all required components with an overall average of 90% or above and is in the top 10% of their graduating class.

SC – Successfully Complete: indicates that the course component was completed, but does not require a numerical grade.

NSC – Not Successfully Complete: indicates that the course component was completed with an unsuccessful result.

INC – Incomplete: indicates that the course component has not been completed to date.

TC – Transfer Credit: any student who has successfully completed a course in their program at another post-secondary institution may be eligible for a transfer credit in that course.

ME – Medical Exemption: a medical exemption may be granted in circumstances where, as a result of a new or pre-existing physical condition, a student is unable to complete a specific course and provides approved documentation from a physician that clearly indicates that the student will be unable to complete the course during their contracted study period.

NR – indicates that the course component is not required.

PLAR – Prior Learning Assessment & Recognition: This is a process whereby previous learning is recognized and credited. This learning includes both formal (classroom) learning and informal learning from work, life, or other experiences.

Practicum: This form of work experience includes a strong academic component determined by the course instructor.

Workterm: This form of work experience brings the student in contact with employers and provides real workplace experience. The tasks are determined by the workplace supervisor, and monitored by Academy Canada.

WPM – Indicates the words per minute typing speed achieved with three errors or less on three separate unseen five-minute timings.

POLICIES PERTAINING TO ACADEMIC STATUS

Academic Probation

If a student is unsuccessful in a course(s), they will be placed on academic probation. If the student subsequently passes a supplementary exam in the given course(s), this designation will be removed. Otherwise, the student will stay on academic probation for the term and be required to meet with the instructor-advisor and campus administration to develop improved academic performance.

Should the student satisfactorily complete the current term's courses, the student will be allowed to continue in their studies but will be required to meet with their instructor-advisor and campus administration to develop a plan to complete the outstanding course(s) from the previous term. However, should the student continue to fail course(s) while on academic probation dismissal from the program may result.

A student may be dismissed from Academy Canada if they have been placed on academic probation and has not met Academy Canada's academic standards in two consecutive terms.

Diploma of Study

To qualify for a Diploma of study a student must meet all all academic obligations and financial commitments set forth by the College.

ABOUT ACADEMY CANADA

Academy Canada is the largest independent career college in Eastern Canada. Founded in 1985, Academy Canada has become the leader in providing a full-service career-based training system that combines solid academic experiences with practical hands-on training. All of Academy Canada's graduates possess the skills and experience that is required to compete aggressively in the workforce.