

23.01	Graduation Requirements & Program Progression	POLICY
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1.0 PURPOSE

- 1.1 To clearly articulate graduation requirements for college credential programs, and to support students in planning their studies at NSCC.

2.0 SCOPE

- 2.1 Applies to all students registered in college credential programs

3.0 DEFINITIONS

- 3.1 **GRADUATE** refers to a student who has successfully completed all program requirements.
- 3.2 **COLLEGE CREDENTIAL PROGRAM** refers to a program of study that recognizes the successful completion of all program requirements within college approved timelines by providing a student with a credential (certificate, diploma, advanced diploma).
- 3.3 **FULL-TIME PROGRAM DURATION** refers to the duration outlined in the curriculum document for the program of study.
- 3.4 **RESIDENCY** refers to the minimum percentage of total units required that must be completed through enrolment in NSCC credit courses for a NSCC credential.
- 3.5 **PROGRAM GRADUATION REQUIREMENTS** includes all requirements for the program as outlined in NSCC’s program curriculum document.
- 3.6 **INTERRUPTION-IN-STUDIES** refers to when a student withdraws from their program or is not actively enrolled in courses related to their program area of study for a 12-month period.
- 3.7 **STUDENT** refers to a person who is currently registered and attending or undertaking a course of study at NSCC. This includes students who are full-time, part-time, online and apprenticeship, etc.
- 3.8 **POSTHUMOUS CREDENTIAL** refers to a credential awarded after the death of a student.

4.0 POLICY

4.1 Graduation Requirements and Program Progression

The College establishes graduation requirements in college credential programs to ensure program quality, currency of learning and consistency.

- a. Students are required to successfully complete all program graduation requirements in order to graduate from a college credential program.
- b. A student who has been active on a continuous basis has a maximum of 3x the full-time program duration to complete their credential (example: three years to complete a one year certificate program, and six years to complete a two year diploma program), from their program start date until completion of the last requirement of the credential.

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- c. Students who take longer than the regular full-time program length, may be required to take additional courses and/or repeat courses which have gone through significant change.

4.2 Residency Requirement

NSCC is committed to reducing barriers to college credential program completion and to the recognition of prior learning for academic credit.

- a. A student must have completed at least 25% of their credits towards their credential at NSCC. This excludes recognized prior learning (RPL), transfer credit, and applied learning such as; work experience, practicum, and clinical.

4.3 Interruption in Studies

- a. Students who have interrupted their studies and are seeking to return will be required to meet all current admission and program requirements.
- b. Students who have interrupted their studies will not be permitted to return to a program that is no longer offered by the College.

4.4 Posthumous Credential

The awarding of a posthumous credential recognizes the academic success earned by a deceased student.

- a. Credentials may be awarded to students posthumously who were actively progressing in their program of study at the time of their death and have successfully completed a minimum 75% of their program requirements.

4.5 Exceptions

Exceptions to the above noted policy must be approved by the Director, Enrolment & Registrar and are not subject to student appeal.

5.0 POLICY SUPPORTS

23.02 Graduation Requirements & Program Progression Procedures

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