



## Satisfactory Progress for Graduate Students in Women+ and Children's Health Sciences

### Doctoral

Students in the WACH PhD program must make satisfactory progress in their program, by meeting the conditions outlined below in **all** categories:

1. **Coursework:** A minimum of 68% (B-) must be achieved in all coursework taken for credit. Where a grade of less than 68% (B-) is obtained in a course, and on the recommendation of the graduate program and the approval of the Dean of the Faculty of Graduate and Postdoctoral Studies (G+PS), the student may repeat the course for higher standing or take an alternate course. When repeating a failed required course, a minimum mark of 74% must be obtained.

If the graduate program advisor does not make such a recommendation, or if the recommendation is not approved by the Dean of the Faculty of Graduate and Postdoctoral Studies, the student will be required to withdraw. A student who obtains a grade of less than 68% in more than one course will normally be required to withdraw.

2. **Thesis project:** If progress in research is unsatisfactory, a student could be required to withdraw. Satisfactory progress is assessed at least annually by the supervisor and supervisory committee, and recorded in the supervisory committee meeting report.
3. **Advancement to candidacy:** Students are expected to complete their [comprehensive examination](#) within 30 months from the date of initial registration, and earlier (by 24 months) if feasible. It is required that all doctoral students be admitted to candidacy within 36 months from the date of initial registration. A student who is not admitted to candidacy within this time period will be required to withdraw from the program. Extensions may be granted under exceptional circumstances and with the permission of the Dean of the Faculty of Graduate and Postdoctoral Studies.

### Master's

Students in the WACH MSc program must make satisfactory progress in their program, by meeting the conditions outlined below in **both** categories:

1. **Coursework:** The minimum passing grade in any course taken by a student enrolled in a master's program is 60%. However, only 6 credits of courses with grades in the C to C+ range (60-67%) may be counted towards a master's program. For all other courses, a minimum of 68% must be obtained. Where a failing grade is obtained in a course, and on the recommendation of the graduate program and the approval of the Dean of the Faculty of Graduate and Postdoctoral Studies, the student may repeat a course for higher standing or take an alternate course. When repeating a failed course, a minimum mark of 74% must be obtained.

If the graduate program does not make such a recommendation, or if the recommendation is not approved by the Dean of the Faculty of Graduate and Postdoctoral Studies, the student will



be required to withdraw. A student who obtains a grade of less than 68% in more than 6 credits will normally be required to withdraw for inadequate academic progress.

2. **Thesis project:** If progress in research is unsatisfactory, a student could be required to withdraw. Satisfactory progress is assessed at least annually by the supervisor and supervisory committee, and recorded in the supervisory committee meeting report.

**If a student is not making satisfactory progress in their program:**

Doctoral and master's students may be required to withdraw if progress is not satisfactory, as per the conditions above. Discussions between the student, supervisor, and supervisory committee regarding progress and remediation plans must be documented and made available to the WACH program. A student whose progress is not satisfactory must be made aware of the areas in which improvement is required, the specific expectations or milestones that must be met, as well as the potential consequences of failure to meet these expectations. The student will be informed of unsatisfactory academic progress in writing before any action regarding program withdrawal is taken.

Guidance on how to review and document unsatisfactory progress, and suggested resources to provide additional support are included in the "Satisfactory Progress - Guidelines for Addressing Concerns" document.

The WACH program must be made aware of any serious concerns regarding a student's progress as soon as possible. The student's supervisor and/or supervisory committee Chair are responsible for informing the WACH Program.

All recommendations for program withdrawal based on unsatisfactory progress are subject to the approval of the Dean of the Faculty of Graduate and Postdoctoral Studies.

Students may protest decisions relating to their academic standing. Students should protest a decision first within the department with the Program Co-Director(s) directly involved in the decision, and then, if necessary, with the Department Head (Obstetrics and Gynaecology, or Pediatrics). If the issue remains unresolved at the departmental level, students may submit an appeal to G+PS. If the Dean of G+PS denies the appeal, the student can make a final appeal to the Senate.

**UBC Academic Calendar: Academic Progress:**

<https://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,204,342,615>