

 <b>BRANDON UNIVERSITY</b>	<b>Extended Program Absence Policy</b>	<b>Approved by:</b> Education Faculty Council
<b>Faculty of Education Administrative Policy</b>	<b>First Approved:</b> May 2007	<b>Updated:</b> May 2018

### 1.0 Policy General Purpose

The Bachelor of Education (AD) program is a professional pre-service training program combining pedagogical theory with practical application in a classroom setting. This policy is intended to ensure that all graduates have current and relevant competencies when they are recommended for certification.

### 2.0 Policy Guidelines

Normally, students' complete academic coursework and field experience courses in sequence and on a continuing basis, culminating in the final field experience practicum usually completed just prior to graduation. For many reasons, students may have been absent or may withdraw from the program for extended periods of time.

Students who have withdrawn from the program and wish to resume their studies after more than one academic year immediately following their last course, including field experience must apply to the Dean of Education for re-admittance to the program.

The Dean may recommend, among other things, that a student:

- be denied permission to re-enter the program,
- must re-apply for admission,
- must register again for any course(s) attempted unsuccessfully,
- must register for additional courses to upgrade knowledge, and/or
- must register for additional field experience, or
- must register again for the final field experience.

### 3.0 Scope of the Policy

Applies to all students in Faculty of Education programs.

### 4.0 Definitions

None

### 5.0 Reference to Other Policies

The Faculty of Education Professional Standards Policy states that:

- 2.1.2 Students are expected to attend and participate in all classes. Participation in class activities may be considered in the assigning of a grade.  
(General Calendar 4.2.1)

2.1.3 If a student must be away, it will be discussed with the instructor before, or if unable to do so, immediately after the absence. (General Calendar 4.2.1)

**6.0 Approval Process**

Faculty of Education

**7.0 Appendices**

N/A

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**Procedures**

Inquiries may be directed to the Office of the Dean of Education at [deanofed@brandonu.ca](mailto:deanofed@brandonu.ca) or (204) 727-9616.

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