

University of Aberdeen

STUDENTS PROGRESS COMMITTEE

Remit

1. To oversee the progress of individual students and consider representations from (a) undergraduate students whose studies are being considered for termination as a consequence of failing to satisfy the progress requirements as specified in the relevant Degree Regulations and (b) undergraduate students seeking to proceed from one programme year to the next notwithstanding the minimum credit requirements for progression (except for entry to an Honours programme which is a matter for the Head of School [and Members of the Students' Progress Committee]) and to make decisions on such cases on behalf of the Senate.
2. To consider applications from students (e.g. for waiver of General or Supplementary Regulations, Regulations for Postgraduate Study or in relation to refusal of readmission) which are incapable of being resolved by executive decision by a Students' Progress Committee (SPC) Convener,

Notes

- (i) Appeals against SPC decisions taken under 1 (and 2) above would be considered under the University's Policy and Procedures on Student Appeals and Complaints;
- (ii) Admission to Honours (except in Law) is a right reserved to Heads of School. Students have a right of appeal against a Head of School's decision to refuse admission to Honours, and progression within Honours, to the Senate Appeals Committee;
- (iii) Notwithstanding 1(b) above, if the Head of a School wishes to admit to an Honours programme a student who has fulfilled the academic requirements as specified by the School but who does not satisfy the regulatory requirements for entry to Honours as specified in the relevant Degree Regulations and/or degree programme prescription, then approval of Students' Progress Committee is required. Where the Convener of the Students' Progress Committee is unable to reach a decision by executive action, he/she may refer any such application to the relevant SPC as under 2 above.
- (iv) Notwithstanding 1(b) above, students who are refused entry to Honours by a Head of School only on the basis that they have not satisfied the requirements specified for entry in the relevant Degree Regulations and/or degree programme prescription but who otherwise satisfy the School's academic requirements for admission to Honours may apply to the Students' Progress Committee for the Supplementary Regulations to be waived to allow them entry to an Honours programme. Where the Convener of the Students' Progress Committee is unable to reach a decision by executive action, he/she may refer any such application to the relevant SPC as under 2 above.

Composition

A Composite Students' Progress Committee shall be established to consider the cases of students from the areas of study of Arts & Social Sciences, Divinity, Education, Engineering, Law and Science, and postgraduate students in Medicine and Dentistry, and shall be drawn from the membership of the SPC for these six areas of study, together with the Convener of the Students' Progress Committee in Medicine and Dentistry. Normally, the Member for the relevant Area of Study shall convene the SPC when student cases from their area are being heard. The Committee will be quorate provided that the Convener and at least one other member are present.

The composition of the undergraduate Students' Progress Committees for the areas of Medicine and Dentistry shall be determined annually by the Quality Assurance Committee and shall include at least one member from a different area of study drawn from the membership of the composite Students' Progress Committee.