



Leadership  
Innovation  
Growth  
Success

## Satisfactory Academic Progress Policy

Students must maintain Satisfactory Academic Progress (SAP) while attending LIGS University ("LIGS"). Students who fail to make satisfactory academic progress towards the degree may be subject to academic dismissal.

In other words, students are responsible for maintaining satisfactory academic progress. Students encountering any academic difficulty are expected to consult with the course instructor should the difficulty pertain to the individual course or with the Vice Provost should the difficulty be more general in nature or if the consultation with the course instructor did not resolve the problem.

There are two criteria measuring Satisfactory Academic Progress:

- **SAP1:** Complete all 500-level courses and obtain 18 credits within 12 months after admission; and
- **SAP2:** Complete all degree requirements within 24 months after admission

Students are reminded that they can

- i) be registered for 610- and 620-level courses only after they complete all the 500 level courses and obtain 18 credits;
- ii) be registered for the 631 course (thesis) after they complete all the 500-level courses; and
- iii) defend their thesis after they complete all the 610- and 620-level courses.

Notes:

1. While LIGS requires that all 500-level courses (*i.e.* common base block) is completed within 12 months after admission, students are being strongly encouraged to complete this requirement within 9 months after admission. The reason being that there is still majority of the degree requirements left (27 credits consisting of 18 credits of the specialization block, 3 credits of webinars and conferences and 6 credits of final thesis including its defense).
2. Failure to comply with SAP1 is not yet a reason of academic dismissal. Such students must make an appointment with the Vice Provost where the individual situation is discussed and assessed and an individual study plan is agreed upon.
3. Failure to comply with SAP2 may constitute grounds for academic dismissal. However, in justified cases (compelling personal or professional circumstances) the Vice Provost may ease this requirement to 36 months. An administrative fee is charged by LIGS in this case.
4. In justified cases, it is a Vice Provost's discretion to grant a student leave of absence.