

Institution #: 03876
Revision date: January 20, 2025

Effective date: September 1, 2019

Introduction

Students are expected to follow the Student Code of Conduct at all times when enrolled in the Academy's programs, and to help contribute to a safe, supportive and harassment free learning environment for all.

Note that additional Code of Conduct requirements may be imposed by external organizations (eg. Health Authorities, BCEHS etc) when hosting students on work placement opportunities.

The following policy outlines the grounds and process that is to be used for a student facing dismissal from the Academy's programs.

Policy

Grounds for Dismissal

Columbia Paramedic Academy may dismiss a student from a program on any of the following grounds:

1. For violating the Student Code of Conduct.
2. For failing to meet the requirements of the Student Attendance Policy.
3. For failing to meet the requirements contained in an individual Learning Plan.
4. For failing to obtain a passing grade(s) on any final written or practical examination.
5. For failing to meet the standard required to earn a "Complete" grade for any practicum.
6. Violation of a practicum host's policies that disqualifies the student from future placement with the practicum host.

Dismissal Process

1. Should a dismissal be required for any of the grounds above, a Program Manager will be responsible for communicating the decision to the student in writing as soon as is practicable by issuing a Required to Withdraw letter.
2. Such a letter shall include all reason(s) for the student's dismissal, including any relevant details supporting the school's decision. As well, if the decision is open to appeal under the terms of the related policy(ies), the process to file such an appeal shall be detailed.

Other Related Policies

- Columbia Paramedic Academy Student Contract
- Sexual Harassment Policy
- Student Attendance Policy
- Student Code of Conduct
- Dispute Resolution Policy