

SATISFACTORY ACADEMIC PROGRESS POLICY



EC is committed to ensuring students are making the most progress possible with their English language skills. Academic progress is assessed based on attendance, progress assessment and teacher assessment.

Students are assessed every four weeks with the EC Progress Assessments. A passing score is 75%. If a student scores 70 to 74% on the progress assessment, has 90% or more overall attendance and an average of 9 points out of 10 in the weekly score area of Participation and Motivation, they may move levels with a learning plan and teacher recommendation.

Per the EC Attendance Policy and because attendance is important for learning, all students must maintain a minimum cumulative attendance average of 80% to remain in good standing. Any student who does not have 80% attendance for the past four weeks will not be allowed to take the Progress Assessment or move up to the next level.

Students may re-take one test section (writing, listening, or reading) within one week of taking the Progress Assessment. The higher of the two scores will be used in the calculation of the overall grade.

Students must wait a minimum of two weeks between Progress Assessment attempts.

Students who have a break of more than six weeks in their course may be required to re-test to ensure proper level placement upon return.

On average, students progress through a level in 8 weeks. If a student fails to move up to the next level after 8 weeks, the following actions will occur:

After 8 weeks	Student remains in the level with a learning plan with required tasks for the next four weeks to help them improve.
After 12 weeks	Student remains in the level and has a coaching session with an EC staff member to receive help and set weekly progress goals for the next four weeks.
After 16 weeks	Student remains in the level and has a coaching session with an EC staff member to receive help and set weekly progress goals for the next four weeks.
After 20 weeks	Student remains in the level and has a coaching session with an EC staff member to receive help and set weekly progress goals for the next four weeks.
After 24 weeks	If at the 24-week mark, the student has not passed to the next level, the student is invited to a meeting with the DoS and CD to discuss next steps, including a change of program or transfer to another school.
US Schools Only	<p>As per US accreditation requirements, students at US schools who have not made progress after 24 weeks will receive a notice of academic dismissal from the school.</p> <ul style="list-style-type: none"> • Students may appeal their 24-week dismissal in writing to the Center Director within one week of receiving their dismissal letter. • The Center Director will provide the final decision on the student's dismissal in writing within 48 hours of receiving the student's written appeal. • If the student's appeal is denied, the student's course will be terminated. If the student is on a student visa, their I-20 will be transferred to another institution or terminated. • Students at US schools may not exceed 36 months at one institution.