



Ashton College

Policy No: 1005

Responsibility: Vice-President

POLICY

TITLE: Students moving up levels within the Business English Communication program. (BEC)

CATEGORY: Student

APPROVED BY: Vice-President

EFFECTIVE: June 4, 2003

REVISED: November 19, 2003, August 7, 2007

RELATED POLICIES:

Purpose

The purpose of this policy is to set out standards required of students who wish to move up from one level to another within the Business English Communication program. (BEC).

Policy Statement

Students who enroll at Ashton College must achieve minimum standards in order to move up from one level to another in the BEC program. A seat must also be available at the new level.

Procedure

A student who wishes to move up from one level of the BEC program to another can do so provided that the following criteria are met:-

- (a) The student achieves 85% or over on the trial Cambridge examination given at the end of the module of the level in which the student is studying; and

(b) The instructor recommends such movement.

Or

(c) The student successfully completes three months in either level one or level two.