

# Readmission of Excluded Students Policy

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## 1. Purpose

This policy outlines how SIBT manages students who request to return to their studies following a period of exclusion.

## 2. Application

The policy applies to all staff and students.

## 3. Policy Statement

SIBT is dedicated to providing students with every opportunity to pursue their educational goals and every attempt is made to assist students in this endeavour. However, SIBT is bound to adhere to Government regulations regarding student course progress and attendance. If SIBT terminates a student's enrolment then the following policy applies:

Students who have been excluded from SIBT due to unsatisfactory course progress or unsatisfactory attendance must be absent from SIBT for 12 months before they can apply for readmission. When a student seeks readmission to SIBT they need to apply at least four weeks prior to the commencement of the semester in which the student seeks to resume study. The application for readmission will be assessed by the College Director and Principal or nominee.

Students who are readmitted will be placed on a Conditional enrolment (CON3) which returns the student to the highest 'at risk' level in the College. Students will be required to pass at least 50% of enrolled units and/or have not attended a minimum of 80% of their classes will be deemed to have failed to achieve satisfactory course progress and may be excluded from study at SIBT (EXCC) and will not be eligible to be readmitted.

Previous GPA stands for all students.

## 4. Definitions

N/A

## 5. Related Documents

Program Progress Policy  
Admissions Policy  
National Code Standard 13

Amendment History

<b>Department:</b>	Student Administration	
<b>Approval Authority:</b>	SMT	
<b>Approval Date:</b>	19 June 2015	
<b>Date for Next Review:</b>	29 June 2018	
<b>Revision Date</b>	<b>Version</b>	<b>Summary of changes</b>
13/05/10	1	Reformatted into new template
16/11/11	2	Updated formatting in line with UPD. Removed references to AQTF.
19/06/12	3	Added statement - <i>SIBT may commence applicable disciplinary procedures if a person to whom this policy applies breaches this policy (or any of its related procedures).</i>
19/06/15	4	Updated and reviewed
10/03/16	5	Updated and approved by SMT