

SEMINARY COURSE REINSTATEMENT

This policy is the responsibility of the Registrar and was approved by Faculty Senate. This policy was revised by the Seminary Team on February 22, 2019.

POLICY OVERVIEW

This policy details how a Seminary student can reinstate an incomplete course.

PRINCIPLES

The principles of natural justice, clarity and transparency undergird this policy.

SCOPE

This policy applies to all Seminary students.

POLICY STATEMENT

A student may request to reinstate a course that was not completed due to extenuating circumstances (e.g., death in the family, extended illness, tragedy), through [Academic Services](#). If approved, a fee of 50 per cent of the current tuition will be charged for reinstatement. A reinstated course must be completed within two months, as per the *Assignment Submission* policy outlined below. The student may be required to purchase current course materials as applicable. A course may be reinstated only once and within two years after the first attempt.

APPENDIX A

Related Forms/Policies	
Where is this policy published	Seminary Academic Calendar (https://www.briercrestseminary.ca/academics/calendar/)
Contact Information	Registrar