ACADEMIC PROGRESS/EXCLUSION

You risk exclusion from your Faculty if you:

- failure of 50% (or more depending on your faculty) of your subjects for the full year; and/or
- failure of a subject you have failed before; and/or
- failure of a professional placement (varies per faculty); and/or
- have not met the requirements of a previous review, will be asked to show cause; and/or
- enrolled for at least 2/3 of your candidature and passed 50% or less of your course.

Notice of Referral & Hearing (NoRH)

A NoRH is a letter sent to you to give notice that you are at risk of being excluded from your course and/or faculty due to academic performance—it does not mean that you are being excluded.

Ensure your postal address is accurate on WES, including your summer postal address. If you don’t receive correspondence from the university you may be excluded.

You MUST respond in writing to the NoRH

In addition to completing the NoRH, we strongly recommend that you write a letter to the Chair of the Academic Progress Committee (APC). The letter should include:

- Why you failed;
- A plan to prevent future failure;
- Why you should be allowed to continue.

If you do not respond in writing, you may receive a notice of exclusion with no automatic right of appeal. The only recourse is to request that the matter is referred back to the APC due to exceptional circumstances.

If your response satisfies your faculty, you will be allowed to continue. If the faculty still has questions, you will be called to an APC Hearing.

Contact your Student Advocacy and Support (SAS) immediately for assistance when you receive the NoRH.

APC Hearings

Your Details of Hearing letter will name the members of the APC. If you object to any, you should notify the faculty and the SAS. Student Advocacy and Support can help you prepare for and accompany you in your hearing. Only one person may accompany you.

The APC can either:

- Let you continue; and/or
- Place conditions on your enrolment; or
- Exclude you from the course and/or faculty for 12 months.

Student Advocacy and Support:
✉️ msa-advocacy-l@monash.edu
International Student Visas
Exclusion may result in the cancellation of a Student Visa. This is a discretionary decision made by the Department of Immigration and Border Protection. Seek assistance from an International Student Advisor immediately. See: www.monash.edu.au/connect/

Where a student exclusion has been reported by Monash to the Department of Immigration and Border Control and the student then enrols in a new course of study and a new electronic Confirmation of Enrolment Form (eCOE) has been issued (either by Monash or another provider), it is likely the student will be able to continue studying in Australia without a visa interruption.

Appeals to the Exclusion Appeals Panel (EAP)

See SAS immediately

There are only two grounds for appeal:

- new evidence; &/or
- procedural irregularity.

An appeal must be received within 20 working days from the date of your Notice of Exclusion.

An EAP member may either find no prima facie grounds and dismiss the appeal, or find prima facie grounds and then proceed to decide the appeal. An EAP member may or may not decide to arrange an EAP Hearing to determine if there is an appeal ground.

Where the appeal is upheld, the matter will be referred back to the Faculty to be heard by a new APC with all new members, and may include the EAP Member as chair.

A student who does not submit their Student Response Form may appeal to the Dean of their faculty on the basis of exceptional circumstances no later than twenty working days from the deemed delivery date of the Notice of Decision.

If You Are Excluded

You can reapply after 12 months. In that time, you should take the most relevant course you can get into either at Monash (if you have not been excluded from the university) or elsewhere. Apply early, since you may not find a suitable course if you wait until after the verdict.

If you do well in your interim course, you can claim Academic Rehabilitation. Remember, your readmission is not automatic, and you must prove that you are able to perform adequately.

International students need to understand what will happen to their visa if they are excluded or change courses or universities. See: www.monash.edu.au/connect/

For detailed information: http://www.monash.edu/execserv/progress

Student Advocacy and Support:
✉️ msa-advocacy-l@monash.edu