ACADEMIC LITERACIES PROGRESSION POLICY, UG – SPRING 2025 ENTRY OR EARLIER
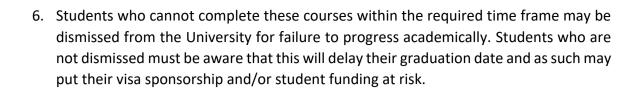
Introduction
Academic Reading & Writing Diagnostic Assessment

1. All degree-seeking students are required to take the Academic Reading and Writing diagnostic assessment during the Orientation period at the beginning of their first semester, unless they have received relevant transfer credit. This assesses competence in language, reading comprehension, and essay writing. Students are then placed in one of the following according to their assessed level:
   a   Level 3 - Fundamentals of English for Academic Writing and Oracy
   b   Level 3 - Fundamentals of Research and Writing
   c   Level 4 - Academic Research and Writing

General Principles

2. Testing into Level 3 Academic Literacies courses may result in the student having to take an additional course outside of the Academic Plan, depending on the number of elective spaces available. Students must be aware that this may delay their graduation date and as such may put their visa sponsorship and/or student funding at risk.

3. New students registered for Level 3 Academic Literacies in their first semester have three semesters from their first semester of entry to pass Level 3 courses. Students who cannot complete this within the required time frame may be dismissed from the University for failure to progress academically.

4. New students required to take Level 3 Academic Literacies courses in their first semester have a total of five semesters to complete all three components of the Academic Literacies programme.

5. New students eligible to take the Level 4 Academic Literacies course in their first semester have two consecutive semesters, starting no earlier than their second semester of entry, to pass this course.

6. Students who cannot complete these courses within the required time frame may be dismissed from the University for failure to progress academically. Students who are not dismissed must be aware that this will delay their graduation date and as such may put their visa sponsorship and/or student funding at risk.

VERSION MANAGEMENT

Responsible Department: Registry Services Approving body: Academic Board			
Version no.	**Key Changes**	**Date of approval**	**Date of effect**
1	Policy created.	18 May 2021 Chair's Action	18 May 2021
2	Removed reference to top-up degrees, clarified time to complete EAP and time to graduation.	26 Aug 2022	September 2022
3	Changed minimum grade to C- in line with GEP 3180 as approved at March 2023 CDC	May 2023	01 September 2023
4	Added EAP 3100, removed minimum passing grade, added five semester completion window for students in EAP in first semester, added possible delays to graduation and visa and funding risk	June 2024	01 Sept 2024
5	Renamed to include – Spring 2025 Entry or earlier. Removed course codes and renamed equivalent courses.	July 2025	01 Sept 2025
	Restricted access? *Tick as appropriate* ☐ **Yes** ☒ **No**		