

**Discover & Explore
Programs**

Academic Guide

The Discover/Explore programs are leadership programs, and have specific entrance requirements. Therefore, the student is expected to set an example in every area of life in regards to character, hard work, teachability and humility. We look to the students not only to meet the minimum requirements and standards set by the college, but also to set an example of excellence in faithfulness above and beyond.

The following documents the guidelines observed in the Discover/Explore programs that vary from those listed in the Prairie Bible College Student Handbook. Guidelines that are not mentioned below are observed as they are stated in the Student Handbook.

Academic Probation:

Rationale: Since G.P.A. is a measure of academic progress and a reflection on an individual's balance of priorities, we consider Academic Probation an alert, not a disciplinary measure. Our policy has two goals: to uphold academic standards in accordance with Colossians 3:17, and to help students meet the academic goals of their programs, as part of Christian maturity. Our strategies for attaining these goals include both restriction and help. Students participating in the Discover/Explore programs desire to pursue excellence in every area of their life. Life in Discover/Explore is very demanding of discipline and focus. In a case where self-discipline and/or focus are academically lacking, the academic advisor and intern will notify the student of their academic status. *Academic Suspension* gives students a chance to reflect on their desires and reassess their plans without the pressure of studies and deadlines.

Students will be placed on Academic Probation if their semester G.P.A. is below 2.0 (C), and/or they fail a course.

Academic Probation is a period in which the student is asked to demonstrate commitment and ability in college studies. Students will terminate their probation period when their G.P.A. rises above the minimum. Students not meeting the required GPA minimum for Discover/Explore will not graduate.

Restrictions and Helps: While on Academic Probation, students are required to:

- a) Meet with the academic advisor and intern a minimum of once every two weeks, at which time progress will be reviewed.
- b) Curtail their involvement in extra-curricular activities. Students will need to clarify these limits with their academic advisor
- c) Be on Campus Probation for a minimum of 30 days. Campus probation limits a student's extracurricular activities to ministries, IMPACT group night, and church only. This probation period will be reviewed and a) terminated or b) extended, depending on the student's academic performance.

The academic advisor, in consultation with the Registrar if necessary, may modify these requirements in the interest of helping their students attain a satisfactory G.P.A. Students who disagree with any of the limitations imposed upon them may appeal in writing to the College Academic Committee. Members of the C.A.C. who made the decisions being appealed may not vote on the appeal.

Procedure: Notification of probationary status is by meeting with the academic advisor and intern. During this meeting, the advisor explains the provisions of the policy and requirements. As a group, a possible recovery plan will be determined and the three will schedule a bimonthly meeting. The academic advisor will then draft a letter of the plan and a copy will be given to the student and another will be recorded with the Registrar so that all parties are aware of the specific expectations and requirements.

Academic Suspension: Academic suspension is a mandatory withdrawal from the College for one or more semesters, and is usually as a result of unsatisfactory academic progress. It can be imposed at the end of the Fall or Winter Semester. "Unsatisfactory Progress" is two or more semesters on probation with a G.P.A. of at least 0.5 below the minimum for the Explore required G.P.A. However, a student on probation

may be served with an Academic suspension at anytime if, in the opinion of College administration, he will be unable to benefit from further classes.

Decisions to impose Academic Suspension are usually made by the Registrar, the Associate Dean of Student Life and the Director of Discover or Explore, upon which the College Dean is notified in writing. The student will then be notified of their suspension. Suspensions may be appealed to the C.A.C in writing. Members of the C.A.C. who made the decisions being appealed may not vote on the appeal.

Students are always welcome to reapply after their Suspension period is over; they re-enter on Academic Probation.

Attendance:

Rationale: Students are expected to attend all classes, since the activities of the classroom help you achieve the objectives of the course. Students are responsible for meeting all class requirements whether absent or present.

Preamble: Absences that are due to emergencies are not penalized when pre-authorized by the director of the program.

Consequences: Recognizing that absences are sometimes unavoidable, you are permitted absences up to 4 classes. Out of respect for this liberty, please inform the professor of your absence as soon as possible. Informing these people prior to the absence is preferred.

Absences totaling more than four classes will result in penalty at the rate of 5% grade reduction per class missed, up to 40% of the course grade. If absence continues after this point, the student will automatically fail the class.

Habitual tardiness will be considered a discipline problem to be dealt with at the discretion of the instructor and/or the director.

A rationale for the following guidelines is listed at the end of the document

Entrance Requirements:

In addition to the regular admissions requirements, applicants must exhibit Godly character, academic ability, and servant leadership. They must desire to be in an intense learning environment where they are challenged spiritually, academically, and relationally. The nature of the program will require students to meet additional expectations in the areas of conduct, attitude, and maturity.

Due to the academic intensity of the program, applicants must meet the college entrance requirements of EN101 as outlined in the PBC catalogue (equivalent to a Canadian B- in grade 12 English – See catalogue for detail), and preference is given to applicants with a high school average in final year core (English, social studies, science/math/foreign language) courses equivalent to a B or 80%.

Students who do not meet these requirements may be admitted by: firstly, a) successfully passing the English Placement Exam or b) proving they can write at a college level through other academic courses. If the criteria for the first is not met, students may secondly petition the Program Director based on motivation and improved academic skills.

APPLE:

Students are not permitted to APPLE any of the Discover/Explore course loads while registered in the Discover/Explore program.

Audit:

Students are not permitted to audit a course that is part of the Discover/Explore programs unless specific approval is given by their program director.

Challenge Exams:

Students will not be exempt from certain courses in the Discover/Explore programs through challenge exams.

Course Exemptions:

Discover/Explore students will not have the option to apply to have one course exemption for another in the Discover/Explore programs.

Course Substitutions:

If scheduling permits, the Registrar can grant up to three exemptions in the Discover and Explore programs from the list below. Students must provide official transcripts from approved institutions, showing a C- grade or higher in equivalent courses. Since exemptions do not grant credit, students must take approved courses in their place. See below.

1. Intro to Written Composition (HF 110)
2. Jesus & The Gospels (NT 110)
3. Pentateuch (OT 100)

Note: The Way (BT 100), Intro to Christian Theology (TH 100), Interpersonal Communication (SS 150), The Christian Life (SF 100, 101), and all field related courses are mandatory. Since they contain core components for body life and achieve key program objectives, students cannot be exempted from them.

Explore/Discover students exempted from any courses above are required to maintain a 30 credit hour load unless special allowance is given by the Program Director. In order to do so, students may utilize the following options (listed in preferred order):

1. Intern course
2. Directed Study - availability will depend on willingness of professor and what is in best interest of student (maximum of 1)
3. Distance Education course (maximum of 1) Note: As of 2008 Americans on loans may not be able to take DE courses due to US Dept of Ed Policy.

Rationale for Course Substitution policy:

- Encourages student's continued involvement within community, firstly with the students and secondly with the interns.
- Allows professor to determine if they can manage the Directed Study course, and if it is in the best interest for the student.
- Still keeps money within the department, while giving maximum flexibility for student (with up to one course being a DE. Under bulk tuition, students will pay the same rate even if they took less courses.)

Schedule Changes:

The Discover/Explore programs do not allow students to add or drop courses during any semester of the programs.

Overall Rationale:

Due to the nature of the Explore and Discover programs, courses offered (modular style) within the programs are the only courses available to take. This is unique to these programs. If a student does not take the courses listed under Discover/Explore in the catalog, they are unable to graduate with the Discover/Explore certificate. The programs' philosophy focuses on the value of community and therefore requires that all students be registered in the majority of courses together, as a part of the program's experience.