

Policy Name	<i>Remedial policy</i>	Date Approved	<i>February 2022</i>	Date for next review	<i>January 2024</i>
Policy Number	<i>AMUD-S23</i>	Policy Effective from	<i>Spring 2022</i>	Policy Group	<i>Students</i>

Purpose / Objectives: The purpose of this policy is to offer support to students to meet admission requirements.

Applies to: All Amity University Dubai students.

Policy and Procedures:

Remedial Courses for Undergraduate Programs

- Students not meeting the admission requirements have to take non-credit remedial courses as specified by the program.
- All students taking remedial courses are given conditional admission and are only eligible for full admission to their specific undergraduate program upon passing the courses.
- Conditionally admitted students for undergraduate programs shall complete all assigned remedial courses within one semester timeframe.
- Similarly, Students who are conditionally admitted until they fulfil the English language requirement, must achieve English language proficiency score within the first semester of enrolment.
- Conditionally admitted students are restricted to taking only general education courses (maximum nine credits) till he/she successfully passes the remedial courses.
- Student shall pass the remedial courses with a minimum grade of 60% (2.0/4.0). Moreover, the student is required to obtain a minimum score GPA of 2.0 on a scale of 4.0 on the credit bearing courses.
- If student fails to obtain the required grade/score in remedial courses, student's application will be officially rejected.
- Admissions identify the students requiring remedial courses and refer the list to the relevant Program Leader who will assist the student in registering for non-credit remedial courses and taking a lower load of nine credit-bearing courses (restricted to general education courses).

Bridging Remedial Courses for Graduate Programs

- Conditional admission for prospective students at graduate level who are not meeting the program admission requirements can be granted to applicants with a recognized Bachelor's degree and a minimum CGPA of 2.5 on a 4.0 scale or its established equivalent. In this case, conditionally admitted students can take a maximum of six graduate-level credit hours in their first semester. The student must achieve a minimum CGPA of 3.0 on a 4.0 scale, or its established equivalent, in these courses in order to progress to the graduate program or be subject to dismissal.
- Remedial courses are not for credit within the degree program.
- Applicants with an undergraduate degree that is not related to their chosen graduate degree can be granted a conditional admission to the graduate program subject to registering nine graduate-level credit hours as remedial preparation for the graduate program. These

remedial courses are not for credit within the graduate degree program. Students should successfully achieve a minimum CGPA of 3.0 on a 4.0 scale, or its established equivalent, in these nine credits of remedial courses in order to progress to the graduate program or be subject to dismissal.

- Conditionally admitted students for graduate programs shall complete all assigned remedial courses within one semester timeframe. Similarly, Students who are conditionally admitted until they fulfil the English language requirement, must achieve English language proficiency score within the first semester of enrolment.
- If student fails to obtain the required grade/score in remedial courses, student's application will be officially rejected.
- Students on conditional admission will be provided with the list of remedial courses they have to register in. The Program Leader will advise the students on the scope and conditions to be met in order to progress to the graduate program.
- Conditionally admitted students in graduate programs are allowed to register for credit-bearing courses only after they have successfully completed non-credit remedial courses.

Responsible: Admissions

POLICY REVISION HISTORY

Rationale	Date	Revised by	Modifications	Approval
Required by ERT Team	19.04.2023	QAIE	specified time limits for successful completion of remedial courses and English language proficiency requirement	Governing Board
To fulfil ERT/CAA Requirements	25.05.2023	QAIE	Restrict conditionally admitted student registration in credit bearing courses at graduate level	Governing Board
To address ERT/CAA Requirements	29.05.2023	QAIE	Align CGPA for conditional/probationary admission to graduate programs with the expectations of Stipulation 6.3.8	Governing Board
To address ERT/CAA Requirements	06.09.2023	QAIE	To address stipulation 6.2.5 of the Standards and to bring clarity to 3.7.3	Governing Board