# Progression Requirements – Engineering

| | |
|---|---|
| **Subject:** | Progression Requirements – Engineering |
| **Sections:** | * |
| **Approving Authority:** | Senate |
| **Responsible Committee:** | Senate Committee on Academic Policy |
| **Related Procedures:** | * |
| **Officer(s) Responsible for Procedure:** | * |
| **Related Policies:** | Dean's Honour List and Graduation "With Distinction"; Requests for Relief from Academic Decisions |
| **Effective Date:** | September 1, 2025 |
| **Supersedes:** | September 1, 2024; September 2020 |

## ENGINEERING

### Academic Advising

Each student in the Engineering program is assigned a faculty member for academic advice and planning. For students in the first year of the program, the advisors shall be appointed by the Associate Dean – Undergraduate Studies; for students in subsequent years, the advisor shall be the Chair (or designate) of the appropriate Department.

### Residence Requirements

At least 12.0 full courses must be completed from those offered by Western University.

### Enrolment Limitations in Each Program

All students registered in the first-year program must, during program planning in February, rank in order of preference their choices of program for second year.

The selection process is based on the student carrying a full course load and the year-weighted average (YWA) obtained at the end of the academic year.

Students with no failures in any of the 6.5 courses required in the Engineering Common First Year Program, a YWA of at least 80%, and who have met the individual program requirements will be given first priority into the program of their choice.

Students with no failures and a YWA in the range of 60-79% will be given second priority and will be ranked for the program of their choice according to YWA and individual program requirements. The program enrolment will be filled to the limit.

Students with a YWA of at least 60% and one or more failures in any of the courses required for the Engineering Common First Year Program may be allowed to proceed in the program of their first choice, provided there are spaces and by permission of the Dean, in consultation with the appropriate Department Chair.

The Dean, in consultation with the appropriate Department Chair, may allow students not included above to proceed in the program of their choice.

If students are not admitted to their first choice of program, they will be ranked for the other programs in the order of preference indicated.

**Transfer**
Transfer from one program to another can be done only in consultation with the appropriate Department Chair. Students will be informed about the program in which they are allowed to register in second year when they access their marks when academic year marks are available.

**Progression Requirements**
The progress of students shall be evaluated at the end of the academic year. Eligibility to progress shall be based on the performance of the student during the evaluation period as indicated by the weighted average obtained for that period.

The progression requirements for Engineering students registered in an approved concurrent/combined degree program will be based only on those courses being counted toward the Bachelor of Engineering Science (BESc) degree.

To be eligible for the concurrent degree, students must meet the progression requirements of each Faculty.

**Progression Requirements for Part-Time Students**
A part-time student will be adjudicated once the student has completed 3.0 or more courses since the last adjudication. The weighted average will be calculated on all courses completed since the last adjudication. The progression adjudication will be effective over all the courses used in the adjudication.

**BESc Degree and Minor Modules**
Prior to registering for courses to be used toward a Minor, students registered in the Faculty of Engineering, BESc degree, must obtain approval from their Academic Advisor. Not all combinations between the BESc discipline and the choice of Minor may be approved. If the courses selected toward a Minor qualify as non-technical electives, they may also be used toward the student's non-technical electives for the BESc degree**.**

Students registered in Combined Degree programs within the Faculty of Engineering are not eligible to add a Minor module to their BESc degree.

**Time Limit for Completion of BESc Degree**
The Faculty of Engineering requires that all undergraduate students complete the program of study within 10 years from the start of their first registration in Western Engineering. The time limit for completion ensures that all graduates have demonstrated sufficient knowledge of up-to-date technology, engineering concepts, and professional practice.

**Definition of Terms**
*Course Weight:* Each course has been assigned a weight of 0.5 (half-course) or 1.0 (full course). All A, B, F, G, and Y courses are half-courses. Courses with the suffix E or without a suffix are full courses. The weights for courses offered by other faculties are usually either 1.0 (full course) or 0.5 (half-course).

*Weighted Mark:* The weighted mark for a course is the product of the weight for the course and the mark obtained by the student.

For the purpose of calculating weighted average marks the following applies: grades below 40% will be included in average calculations as 40%; grades from 40% to 100% will be included as the actual grade reported.

*Weighted Average:* The weighted average for an evaluation period is the total of the weighted marks obtained by the student during the evaluation period divided by the sum of the weights for the corresponding courses.

**Dean's Honour List and Graduation "With Distinction"**
See the "Dean's Honour List and Graduation "With Distinction"" Policy.

**Progression in Good Standing**
A student who, at the end of an academic year, has achieved a weighted average of at least 60% and has achieved a passing grade in each course of their approved program shall proceed to the next year in Good Standing.

**Conditional Progression**
A student who, at the end of an academic year, has achieved a weighted average of at least 60% but has failed to pass one or more courses, may proceed to the next year on condition that the failed course(s) are repeated or approved substitutions are taken during the next Fall/Winter Session.

**Exam Deferrals**
If a student fails to write a scheduled examination, permission for a special examination will be granted only by the Dean (or designate) in exceptional circumstances and with appropriate supporting documents. If the student needs to defer the special examination, permission will be granted again only by the Dean (or designate) and with appropriate supporting documents. In this case, the examination can be written at its next regular sitting and the maximum course load for that term will be reduced by the number of credits of the course(s) for which the final examination has been deferred. Final examinations for any course cannot be deferred more than three times and the last attempt must be within 13 months of the date of the original scheduled final examination. After missing the original final examination and the three deferred special examinations, the student will either receive a grade of zero for the final examination or, if documentation justifies the absences, may be granted a retroactive withdrawal (WDN) from the course. The course needs to be retaken after three consecutive examination deferrals.

**Academic Recovery Plan for Upper Year Students**
A student who is in second, third or fourth year and who for the first time obtains a weighted average at the end of the academic year in the range of 50-59% shall be considered to have failed the year. Credit shall be retained in the Faculty of Engineering for courses in which the student obtains a mark of 60% or better in that year. This requirement will apply to any courses taken during the subsequent summer term.

Students with an average in the range of 50-59% will be considered to be in the Academic Recovery Plan. Students in the Academic Recovery Plan are required to satisfy the requirements of the Conditions of the Academic Recovery Plan as follows:

- The student must seek the advice of the Academic Advisor(s) and complete the mandatory goal setting worksheet.

- The student will be permitted to take a maximum of 2.0 courses during the Spring/Summer session and a maximum of 4.0 during the Fall/Winter session, and may be required to take fewer courses by their Dean (or designate) as part of the Academic Recovery Plan.

- The student will be required to repeat all courses below 60% immediately in the year following the failed year, where possible.

- The student must complete all components of the Academic Recovery Plan as prescribed by the Academic Advising office.

Enrollment in the Academic Recovery Plan will begin immediately upon official notification from the Office of the Registrar and will not end prior to the first adjudication period at which a minimum of 3.0 course credits have been attempted.

Notification is defined as one or more of:

1) a letter mailed to the student's home address;
2) an email sent to the student's official Western email account;
3) a notice posted to the Student Center where student grades are posted.

A student in the Academic Recovery Plan must achieve a YWA average of at least 60% with no failures on all courses taken during the Academic Recovery period.

If a minimum of 3.0 course credits have not been attempted at the first adjudication period following the start of the Academic Recovery Plan, this period will be extended automatically until the student will attempt 3.0 course credits.

A student who fails a course during the Academic Recovery Plan or its extension will be required to withdraw at the next adjudication period regardless of the number of courses attempted since the last adjudication.

A student will be allowed only one period of Academic Recovery and only one Academic Recovery extension during the course of their degree. A student will be required to withdraw if either the cumulative average or Academic Recovery Plan conditions are not met during this extended Academic Recovery period.

A student who fails to meet the Conditions of Academic Recovery will be required to withdraw from the Faculty of Engineering for a minimum of 12 months.

**Failed Courses**
Students who are required to repeat an Engineering course must repeat all components of that course. No special permissions will be granted enabling the student to retain laboratory, assignment or test marks from prior years. Previously completed assignments and laboratories cannot be re-submitted for grading by the student in subsequent years.

A student registered in the Faculty Engineering who has failed a Fall term half course (September to December) may not repeat the course in the Winter term (January to April) of the same academic year.

**Withdrawal for Unsatisfactory Standing**
A student shall be required to withdraw from the Faculty of Engineering and (unless admitted to another Faculty) shall be required to withdraw from the University, if that student:

a) is in the first year of the program and fails to obtain a weighted average of at least 60%; or
b) is in a year of the program subsequent to the first year and fails to obtain a weighted average of at least 50% at the end of the academic year; or
c) has failed for a second time to obtain a weighted average of at least 60% at the end of the academic year; or
d) has been re-admitted after withdrawal for unsatisfactory standing and obtains a weighted average of less than 60% at the end of the academic year, in any year.

**Appeals**
A student who has been withdrawn for unsatisfactory standing may appeal. See the policy on *Requests for Relief from Academic Decisions* and corresponding *Procedure for Undergraduate Student Academic Requests for Relief***.**

Note: Students may appeal decisions **in writing** to the Dean of the Faculty (or designate) by June 30 of the year of application.

Students of any year who are granted a Dean's Waiver to be re-admitted into the Faculty of Engineering will be subjected to the conditions listed in the Academic Recovery Plan for Upper Students.

**Readmission Following Withdrawal for Unsatisfactory Standing**
A student who has been required to withdraw because of unsatisfactory standing, who did not apply for or who was not granted a Dean's Waiver, may apply for readmission through the Admissions Office following a period of at least one year outside the University.

**Transfer to Another Faculty**

1. A student who is eligible to continue in the Engineering program yet wishes to transfer to another Faculty may do so provided the approval of the Dean of the Faculty to which the transfer is desired has been obtained.
2. A student who has been required to withdraw from the University by the Faculty of Engineering may apply for readmission to the University in another Faculty through the Dean's Office of the desired Faculty by June 30.

**Supplemental Examinations**
A student in the final year who has applied to graduate at Spring Convocation may be granted supplemental examination privileges provided that the student has earned:

1. a failing grade in not more than one full or two half-courses;

2. a mark of at least 40% in the failed course(s);
3. a weighted average of at least 60% in the courses that make up the fourth-year program (including the failed courses); and
4. an overall average of at least 60% in all the courses that are required for the BESc degree.

Permission to write supplemental examinations will be granted only after the academic results for the students in their final year have been reviewed by the Faculty at a meeting held during the month of May.

These examinations will be scheduled during the examination period for Intersession.*

Supplemental examination privileges apply only to courses offered by the Faculty of Engineering.

*Note: The original grade obtained by the student will not be changed; rather, a Summer Line of Registration with the course and a grade of PAS or FAI will be added to the Academic Record upon the completion of the Supplemental Examination.

**Graduation Requirements**
A candidate for the BESc degree shall pass all courses in the candidate's approved program of studies and obtain a weighted average of at least 60% in the courses that make up the fourth-year program together with a weighted average of at least 60% in all the courses in all years which are counted for graduation.

**Graduate Courses**
Students in the final year of the Engineering program who have achieved a cumulative weighted average of at least 80% as well as a year weighted average of 80% in the penultimate year may, with the permission of their Academic Advisor, the course instructor, and the Vice-Provost (Graduate and Postdoctoral Studies), include in the program of the final year up to one full graduate course that will count towards the undergraduate degree.

**Note:**
For the current requirements for Engineering programs please refer to the current Academic Calendar.

---

**Last Reviewed:** June 6, 2025