

Academic Progress: Notice of Referral and Hearing (NoRH)

What should I do if I have received
a Notice of Referral and Hearing?

*Student Rights + Support can
provide you with advice on the
Academic Progress process.*



STUDENT
RIGHTS +
SUPPORT

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What is a "Notice of Referral and Hearing"?

A Notice of Referral and Hearing (NoRH) is the letter sent to you by your Faculty if you have unsatisfactory academic progress. You must reply to this letter as failure to reply **will result in exclusion**.

To ensure that you receive this letter you must check your student email every 48 hours after the end-of-year release of results, AND ensure that your current residential address and mobile phone number is correct on WES.

It is recommended that you set up your student email to forward to an account that you check daily.

For support and instructions on how to reply to a NoRH, contact Student Rights + Support:

studentrights@monsu.org

What is Unsatisfactory Academic Progress?

Unsatisfactory academic progress is defined as:

- failing a placement unit
- failing a compulsory unit twice
- passing less than 50% of your units in an academic year
- failing to meet conditions previously imposed by an Academic Progress Committee (APC)
- Unable of to obtain police check or Working with Children Check or any other certification as a requirement of the course
- enrolled for 2/3 or more for the maximum duration of the course and completed 50% or less of course
- failing to satisfactorily complete the LANTITE

What happens after I reply to the NoRH?

You will receive one of the following:

- a letter stating that you may continue your course
- a letter stating that you may continue your course with specific conditions
- a letter asking you to attend an APC Hearing.

APC Hearing Hints

Read carefully over your submission and bring all supporting documents on the day. Be prepared to speak about:

- what events/issues impacted you academically and personally
- what is your plan to address these issues
- what are your career goals

Wear smart casual clothes (as would be appropriate for a job interview) and arrive at least 30 minutes early if you would like to speak to a Student Rights Advisor. You should call the APC secretary if you are running late.

Bring to the hearing all supporting documents.

Possible Outcomes

There are three possible outcomes. You may be:

- permitted to continue your course
- permitted to continue your course with conditions
- excluded from your course.

For Further Questions And Advice:

MONSU Caulfield Student Rights + Support

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