
Inactivity and Re-enrollment of Undergraduate Credential Students Policy

Department Policy Number

097

Effective Date

May 2000

Revised Date

April 21, 2004

Purpose

To ensure that students are completing programs in which the learning is current, and to enable them to reactivate their status.

Definitions

Active student An Athabasca University student who continues to take courses and who does not allow his or her enrolment to lapse.

Inactive student An Athabasca University student who does not register in a course:

1. within twelve months of the last course contract date or date of withdrawal; or
2. within twelve months of the most recent admissions entry term; or
3. on a Letter of Permission within twelve months of either of the above dates.

Policy

Students will be considered inactive if they have not had any course-related activity in the previous twelve months. Course-related activity includes:

1. registration in a course within twelve months of the last course contract date or date of withdrawal.



2. registration in a course within twelve months of the most recent admissions entry term.
3. registration in a course on a Letter of Permission within twelve months of either of the above dates.
4. application for Prior Learning Assessment.
5. continued course work completed toward an Athabasca University degree in a collaborative degree program.

Students who have become inactive are required to apply for re-enrollment and must pay the appropriate re-enrollment fee. Previously completed course work, including transfer credit, will be reassessed and applied to the student's program in accordance with the degree regulations and procedures in effect at the time of re-enrollment.

Regulation

An "inactive" student who wishes to be enrolled in an Athabasca University credential must apply for re-enrollment in a current Athabasca University program.

The current program of study notation on the Athabasca University transcript for inactive students will read "none as of this date".

Procedure

Students who have become inactive and wish to enroll in a program will be required to fill out a new General Application Form and pay the change of credential fee.

Previously completed course work, including transfer credit, will be re-assessed and applied toward the student's program in accordance with the degree regulations in effect at the time of re-enrollment.

LINKS:

[General Application Form \(undergraduate\) - web](#)

[General Application Form \(undergraduate\) - pdf](#)

[Change of Credential Fee](#)

Approved by

Academic Council (Motion 08.03) April 14, 1982

Amended Date/Motion No.

Academic Council (Motion 181-5) April 21, 2004



Related References, Policies, and Procedures

Applicable Legislation/Regulation

Responsible Position/Department

Coordinator, Admissions and Evaluations/Office of the Registrar.

Keywords

Active, activity, re-enrollment, reactivate, current program.