

# **MANCHESTER INSTITUTE OF PSYCHOTHEARAPY**

## **ACADEMIC STANDARDS POLICY**

### **Policy Statement:**

This policy applies to all students attending MIP.

### **Policy Aim:**

MIP is committed to providing the highest academic standards and learning for all its students, and this policy aims to provide a procedure for students and tutors to follow if the student consistently does not meet up to the expected academic standards required.

### **Required Standards:**

- \* Pass all assignments at Grade D or above
- \* Show a commitment to the ethos and values of MIP and Integrative TA
- \* Student must maintain a consistent level of emotional robustness and resilience appropriate to the learning environment
- \* Willing to reflect on their learning, feedback and their impact on others

However, if a student:

- \* consistently does not meet our academic standards,
- \* displays poor behaviour for a sustained period, or
- \* commits an act amounting to gross misconduct,

then it may be necessary to defer them from the course or even exclude them from MIP.

Failure to meet academic expectations may include repeated, unexplained or unacceptable absence, persistent, poor punctuality, a poor record of work submission, inability to maintain an appropriate level of emotional robustness, or a failure to respond to measures put in place by the course tutor.

### **Assessing Capability for Continuation on the Course:**

Every opportunity is taken by MIP to support all students in development their interpersonal and academic skills.

If work or behaviour do not meet these requirements, as stated in the Student Handbook, the following process is in place in order to support the student.

### **Stage 1 - Initial Supportive Meeting**

- \* Student meets with Course Tutor(s) to explore and highlight their needs.
- \* Discuss improvement strategies, e.g. submit re-sit of failed assignment and/or take issues to therapy
- \* Consider further options available, e.g. extra mentoring on written work.
- \* Agree improvement plan with support required, e.g. assign a mentor
- \* All actions to be minuted and recorded.

Depending on the needs of the student, a first review date will be mutually decided at this first meeting.

### **Stage 2 - If requirements have not been met:**

- \* Academic or behavioural issues persist.
- \* Written work not meeting the requirements.
- \* Lack of commitment to the culture and ethos of MIP
- \* Inability or unwillingness to show respect to fellow students and tutors

At this stage, the tutor(s) will meet with the student to look at roadmap/options for continuation on the course. This may be another submission of a new assignment with the support of a mentor and/or student has ongoing monitoring by the tutor. If no resolution is met at this stage then the student will move to Stage 3.

### **Stage 3 - Referral to Independent Review Board**

The Independent Review Board will consist of three people: a member of the Quality & Ethics Committee, an independent MIP member and a MIP trainer.

This Board will meet to consider all evidence and documentation relevant to the student:

- \* Minutes recorded at meetings
- \* Tutor feedback from training weekends
- \* Written Assignment Tutor Feedback Forms
- \* Second Marker's Feedback
- \* Qualifications and Certificates

- \* Accredited Prior Learning

Board discussions will involve considering the following options:

- \* To take a year out and to repeat the training year, providing evidence to show all issues have been addressed through either therapy or academic learning.
- \* To exit the training programme if deemed unsuitable for psychotherapy programme or unable to reach the academic standards.

Deferments and exclusions are wholly at the discretion of the Director of MIP.

### **Appeals:**

It is the responsibility of the student to provide relevant evidence when appealing against any decision of the Independent Review Board.

All appeals must be made in writing, for the attention of the Chair of the Quality & Ethics Committee.

The Chair will respond, within seven working days, to acknowledge receipt of the appeal.

For further information on Appeals, see MIP's Complaints Procedure and Policy.

*This policy is regularly reviewed every 18 months and updated a minimum of every 36 months as necessary.*

February 2021

