**This is a sample policy.** Prior to being adopted, it must be modified to ensure it is appropriate for use by the institution.

Institutions must have a written Dismissal Policy that:

* Sets out what constitutes reasonable grounds to dismiss a student
* Includes the process by which a student may be dismissed
* Is provided to the student before the start date of the program

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | | |  |  |
| Name of Institution | | |  | Institution Number |
| **Dismissal Policy** |  |  |  |  |
| Name of Policy |  | Effective Date |  | Revision Date |

1. [**Institution name**] may dismiss a student from a program on any of the following grounds:

* [List the grounds on which a student may be dismissed]

1. The process by which a student may be dismissed from a program is as follows:

* [Describe the process by which a student may be dismissed]