



### **Education Unit Departmental Review Process**

Should concerns regarding a candidate's disposition, performance, or professional conduct arise, a departmental review may be requested. A review can be initiated either during the stage review process or at any point between stage reviews should a candidate be deemed at-risk with regards to his or her progress towards meeting any of the stage review or program criteria. Such a review can be requested by an advisor, instructor, university supervisor, or supervising practitioner.

Requests for a departmental review must be made in writing to the Chair of the appropriate Department ("Education Unit Departmental Review Form"). The Chair will determine the members of the convening review team on a case-by-case basis. During the review, the convening members will consider the evidence and generate options and a timeline for assisting the candidate in meeting all program requirements. Once the team has reached a decision, the candidate must be informed of the recommendations. At the end of the established timeline, the team will reconvene to examine the candidate's progress towards his or her goal(s).

A departmental review could result in dismissal from a program. Program-specific criteria for dismissal for a program are set by the respective departments.