



SCHOOL OF NURSING POLICY

Policy Name: Graduate Program Academic Progression Policy

Approval Authority: Rutgers School of Nursing Faculty

Responsible Executive: Executive Vice Dean

Responsible Office: Academic Administration

Adopted: 05/12/14 Reviewed: 8/19/2015

Revisions: 8/19/2015, 04/22/18, 08/02/21

- 1) **Policy Statement:** This policy describes the academic conditions which are considered unsatisfactory and jeopardize a student's scholastic standing at Rutgers School of Nursing. Unsatisfactory academic performance may result in probation or dismissal.
- 2) **Who Should Read this Policy:** All Rutgers School of Nursing Masters, Post-Masters Certificate, and DNP students, faculty, and administration.
- 3) **Resources and Related Documents**
 - Rutgers University Student Academic Regulations and Policies 10.2.5
<http://policies.rutgers.edu/sites/policies/files/10.2.5%20-%20current.pdf>
 - Rutgers University Grades and Symbols Policy 10.2.2
<http://policies.rutgers.edu/sites/policies/files/10.2.2%20-%20current.pdf>
 - Rutgers University Code of Student Conduct 10.2.11
<https://slwordpress.rutgers.edu/aod/wp-content/uploads/sites/111/2018/09/Student-Code-of-Conduct-Policy-August-1-2018.pdf>
 - Rutgers University Academic Integrity Policy 10.2.13
<http://policies.rutgers.edu/sites/policies/files/10.2.13%20-%20current.pdf>
 - Rutgers School of Nursing Standards of Conduct
<http://nursing.rutgers.edu/policies/RU-SN-Student-Standards-of-Conduct.pdf>
- 4) **Policy:**
 - Midterm/Mid-semester Warning
At course mid-semester, students in jeopardy of unsatisfactory performance in a nursing course may receive written or electronic notification from the course faculty or course leader/coordinator. A mid-semester academic warning is assigned to any student for reasons including, but not limited to, an average nursing course grade less than "B"; unsatisfactory, unsafe, unethical clinical performance; and/or poor attendance. Following a mid-semester academic warning, it is the responsibility of the student to contact the faculty who issued the warning and develop an action plan. In the event the warning is for unsatisfactory clinical

performance, the course leader/coordinator and Specialty/Program Director will be notified to develop and review the remediation/action plan. Educational Opportunity Fund (EOF) students must also contact their EOF advisor. Students are responsible for monitoring their progress in the course to ensure they are performing at a satisfactory level. Absence of a mid-semester warning does not guarantee a student will pass the clinical and/or didactic portion of a course(s).

Course Withdrawal

- a. Students may only withdraw from the same course one time. Second withdrawal from the same course results in Academic Probation unless documentation of extenuating circumstances is provided to, and accepted by, the Specialty/Program Director and Divisional Dean.
- b. With appropriate documentation and approval from the Specialty/Program Director and Divisional Dean, individual consideration may be provided to students forced to withdraw from several courses in one semester for an unplanned extenuating circumstance/event, documentation of which may be requested.
- c. Regardless of course withdrawal, students must complete their respective programs within the program-specific time frames.
- d. Withdrawal from all courses using the web registration system is NOT accepted. The student must file and have an approved withdrawal form signed by their Specialty/Program Director and processed by the Office of the Registrar.
- e. Billing adjustments will not be made for students who do not attend class.
- f. Students receiving financial aid who are considering withdrawal should contact the Financial Aid Office so they understand any impact course withdrawal may have on their ability to receive financial aid.

Academic Probation

Students meeting any of the following conditions will be placed on academic probation and will receive written notice of their status:

- a. Earning one grade of C+.
- b. Earning one grade of C. In this case, the course in which the C grade was earned must be repeated and a grade of B or higher must be earned to progress. Students may only repeat a course once. Repeating a course does not expunge the original grade, which remains on the student record.
- c. Earning one unsatisfactory ("US") grade for Project Continuation.
- d. Second withdrawal from the same course (unless documentation of extenuating circumstances is provided).

Academic Suspension

Violation of School or University policies such as the Academic Integrity Policy, University Code of Student Conduct, or School of Nursing Standards of Conduct (violations are specified in the policies) may result in disciplinary suspension or expulsion from the university.

Academic Dismissal

Students meeting any of the following conditions are subject to academic dismissal and will receive written notice of their status:

- a. Earning any two or more grades below B (79.5%).

- b. Earning a D or below (69.5%).
- c. Earning two Unsatisfactory (“US”) grades for Project Continuation.
- d. Unsatisfactory (F), unsafe, or unethical clinical practice.
- e. Failure to complete degree requirements within allowable time limits.
- f. Violation of School or University policies such as the Academic Integrity Policy, University Code of Student Conduct, or School of Nursing Standards of Conduct (violations are specified in the policies).