



## Entry to Baccalaureate Nursing Practice and Advanced Nursing Practice Divisions Academic/Scholastic Standing

<b>Policy Number:</b> ANP-EBP 2024-014	<b>Version Number:</b> 1
<b>Approval Authority:</b> Faculty of Rutgers School of Nursing	
<b>Responsible Executive:</b> Academic Administration and Senior Vice Dean for Administration and Student Affairs	
<b>Policy Owner:</b> Senior Vice Dean for Administration and Student Affairs	
<b>Effective Date:</b> September 1, 2024	<b>Revision date(s):</b>

### 1. Policy Statement

This policy describes the academic and scholastic conditions that are considered to calculate GPA, Academic progress, and Dean’s List. This policy also examines satisfactory grades.

### 2. Reasons for Policy

Students should become familiar with the academic regulations of Rutgers School of Nursing, particularly with regard to scholastic standing requirements.

### 3. Who Should Review This Policy

All Rutgers School of Nursing students, faculty, and administration.

### 4. Resources and Related Documents:

- [Rutgers University Student Scholastic Standing and Graduation Policy](#) 10.2.5
- [Grades and Symbols Policy](#) 10.2.2
- Advanced Nursing Practice Division Graduate Program Academic Progression Policy ANP 2024-007
- Entry to Baccalaureate Practice Division: Undergraduate Program Academic Progression Policies (there is one policy for each of the programs: Traditional Program, Second-Degree, 2+2 Blackwood, RN to BS in Nursing, and School Nurse Certificate Program) EBP 2024-007
- [Rutgers University Code of Student Conduct](#) 10.2.11
- [Rutgers University Academic Integrity Policy](#) 10.2.13
- [Rutgers School of Nursing Standards of Conduct](#)
- [Entry to Baccalaureate Nursing Practice Division, Undergraduate Program Academic Progression Policy](#)
- Advanced Nursing Practice Division, Graduate Program Academic Progression Policy

### 5. Definitions

- **Nursing Prerequisite:** A required course that must be taken before the 300-level or higher nursing coursework.

- **Term GPA** refers to a student's semester GPA for the active semester (fall, spring, summer).
- **Cumulative GPA** refers to a student's overall GPA for all coursework completed at Rutgers University.

## 6. The Policy

It is the responsibility of each student to become familiar with the academic regulations of Rutgers School of Nursing, particularly concerning scholastic standing requirements.

### **Cumulative Grade-Point Average**

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The cumulative grade-point average is computed by multiplying the grade received in each course taken for credit (and to be included in the average) by the number of credits the course is worth to obtain the grade points earned in that course. The grade points earned in all such courses are then added together and the sum divided by the total credits of those courses.

- $\text{Grade (Numerical Equivalent)} \times \text{Credits} = \text{Grade Points}$
- $\text{Total Grade Points} / \text{Total Credits} = \text{Cumulative Grade-Point Average}$

**Adjusted Cumulative Grade-Point Average (Baccalaureate Traditional Program Students Only):** If warranted, first-year students' first-semester grades may be omitted from the cumulative grade-point average. All credits earned in the first semester are applicable to the degree requirements. This average is known as the adjusted cumulative grade-point average. A student who elects to have these grades omitted should contact their academic advisor/program director. This must be requested and submitted by the end of the second semester of the first year; the adjusted cumulative GPA must be approved by the undergraduate associate dean. This rule is not applicable to transfer, second-degree, or registered nurse students.

### **Academic Progress**

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Students are expected to follow the sequence of courses specified in the School of Nursing curriculum. Failure to follow the approved curriculum may result in a withdrawal from the program. Students may be allowed to depart from the curriculum based on placement exams, scholastic standing actions, disciplinary actions, technical errors, and/or extenuating circumstances. However, students must receive prior approval from the academic dean before deviating from the curriculum.

### **Dean's List (Undergraduate Nursing Students)**

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At the end of each semester, the Division of Entry to Baccalaureate Practice Dean's Office compiles an honor list of students whose scholastic average for the semester was 3.5 or better. Only students taking 12 or more graded credits are considered for the Dean's List.

### **Satisfactory Grades (Undergraduate Nursing Students)**

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**Progression through Curriculum for Undergraduate Students:** Progression through the curriculum is based on satisfactory completion of required nursing courses and prerequisite courses. Satisfactory achievement is interpreted by Rutgers School of Nursing as a grade of C+ or better in all nursing courses (705). A grade of C, D, or F in required nursing courses will not be accepted as meeting the requirements for graduation from the School of Nursing.

For general education requirements, prerequisites, or supporting science courses, satisfactory

achievement is interpreted by Rutgers University as a grade of C or better. A grade of D or F in any prerequisite or supporting science course will not be accepted as meeting the requirements for graduation from the School of Nursing.

**Completion of Prerequisite Courses:** Any course that is a prerequisite for a required nursing course must be satisfactorily completed before the first day of the semester in which the required course is offered. Temporary grades or incomplete grades are not considered satisfactory completion of a prerequisite.

**Repeating Courses:** A Rutgers University transcript records all courses taken at Rutgers University and the outcome (grade or withdrawal). Students may not repeat, for degree credit, courses bearing the same or equivalent course numbers if they achieved the required satisfactory passing grade.

If a student elects to repeat a course with a passing grade, the second grade will not be computed into the cumulative grade-point average and the student will receive E credit.

**Prerequisite Overrides:** The School of Nursing determines what course(s) a student must take, prior to, or in conjunction with a specific course.

### **Satisfactory Grades (Graduate Students)**

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Graduate students should refer to the Division of Advanced Nursing Practice Handbook for additional information regarding:

- Progression through Curriculum
- Completion of Prerequisite Courses
- Repeating Courses

### **Unsatisfactory Academic Performance**

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**Undergraduate/Graduate:** The Academic Progression Policy describes the academic conditions that are considered unsatisfactory and jeopardize a student's scholastic standing at Rutgers School of Nursing. Unsatisfactory academic performance may result in probation or dismissal. For more information, see:

- **Undergraduate:** Entry to Baccalaureate Nursing Practice Division, Undergraduate Program Academic Progression Policy
- **Graduate:** Advanced Nursing Practice Division, Graduate Program Academic Progression Policy

### **Midterm/Mid-semester Warning**

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**Undergraduate:** 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 "C+"; unsatisfactory, unsafe, unethical clinical performance; and/or poor attendance.

Following a mid-semester academic warning, the student is responsible for contacting the faculty who issued the warning to develop an action plan. In the event the warning is for unsatisfactory clinical performance, the Program Director/Academic Dean will be notified to develop and review the remediation/action plan. Educational Opportunity Fund (EOF) students must also contact their EOF

adviser. Students are responsible for monitoring their progress in the course to ensure they are performing at a satisfactory level. The absence of a mid-semester warning does not guarantee a student will pass the clinical and/or didactic portion of a course(s).

**Graduate:** 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, the student is responsible for contacting the faculty who issued the warning to develop an action plan. In the event the warning is for unsatisfactory clinical performance, the Specialty/Program Director will be notified to develop and review the remediation/action plan. Students are responsible for monitoring their progress in the course to ensure they are performing at a satisfactory level. The absence of a mid-semester warning does not guarantee a student will pass the clinical and/or didactic portion of a course(s).

### **Academic Dismissal Appeals**

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A student may appeal academic dismissal. These appeals go directly to the Dean of the School of Nursing. Anyone wishing to appeal a dismissal must submit a letter in writing, within 10 school days (days on which the university is open for business) of receipt of the decision for dismissal. The appeal letter must state the basis for the appeal and must be consistent with the following grounds: (1) technical error, (2) new information, or (3) extenuating circumstances. The Dean, whose decision is final, shall render a decision within 10 school days of receiving the appeal. During the dismissal appeal process, the student may remain active within the university to ensure access to email and other resources pending dismissal. All letters of appeal should be forwarded to the Senior Executive Assistant to the Dean.

### **Reentry After a Dismissal**

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**Traditional Baccalaureate Program:** A student may seek reentry into the Rutgers School of Nursing after one year has lapsed from the time of dismissal. To be considered for reentry, the applicant must submit additional evidence of ability to do satisfactory academic work. This can be done by completing 12 to 15 credits at an accredited four-year institution or at another academic unit at Rutgers, with a minimum grade of B in each course. A student who is dismissed for a second time will not be readmitted.

**Second-Degree Program and Graduate Programs:** A student who has withdrawn from the program for more than one year or a student who has been academically dismissed must reapply. All application requirements and fees must be met for consideration into the program or to a different program (graduate level). Requests for readmission are considered individually and readmission is not guaranteed.

All bachelor of science nursing students who have been academically dismissed from the program must wait one semester before reapplying to the program.

Applicants must satisfy the program requirements for admission at the time of their most recent application and must be issued an official letter of acceptance.

