



## Policy and Procedure

### SON OP 30.130 - Progression Policy

**PURPOSE** The purpose of the School of Nursing Undergraduate Progressions Policy and Procedure is to establish the requirements and process for student progression through the curriculum toward completion of the designated degree. The intent of the policy is to provide guidance for decision-making by both students and faculty.

**REVIEW** The policy will be reviewed biennially by September 1 of each even numbered year by the applicable Associate Dean with recommendations for revisions forwarded to the Dean of the School of Nursing.

## POLICY/PROCEDURE

### 1. Policy

The Undergraduate Progressions Policy serves to formalize the requirements and procedures for undergraduate student progression through the designated curriculum and documentation for evidence of achievement of student learning outcomes. Minimal requirements for student progression include the following criteria:

- Undergraduate nursing students are required to maintain a minimum 2.5 GPA;
- Undergraduate nursing students must pass exams with a minimum of 75%. This constitutes the didactic evaluation of a course. *Achieving less than 75% in the didactic portion of the course results in course failure (F)*. There is no rounding of grades and fractional points will be dropped.
- Additional assignments (papers, presentations, posters, quizzes, etc.) grades/points are factored into the overall course grade only if the student has passed course exams with the minimum of 75%.

### 2. Procedures

At the conclusion of each semester, the Associate Dean and the appropriate committee review course grades for undergraduate students. In depth review is conducted for students who have not met the criteria for GPA achievement and/or earned course grade for the semester. The steps of the review process are as follows:

1. Schedule progressions committee meets at the end of each semester for the sole purpose of determining undergraduate student progression.
2. Identify cases where undergraduate students have not met the minimum requirement for course grade in one or more courses or maintained the required minimum GPA for the semester.
3. Develop recommendations for continued progression toward degree completion or recommendations for academic dismissal based on the following criteria:

Undergraduate criteria for the Accelerated BSN Program for academic dismissal are as follows:

- Earned course grade of "F," or "WF" in two or more undergraduate courses in one semester, or
- Cumulative semester or cumulative GPA less than 2.0 for two consecutive semesters, or



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- Earned course grade of “F,” or “WF” in the same nursing course twice, or
- Earned course grade of “F,” or “WF” in a second nursing course, even when courses with earned grades of “F,” or “WF” have been successfully repeated.

Undergraduate criteria for the RN to BSN Program for academic dismissal are as follows:

- Earned course grade of “F,” or “WF” in two or more undergraduate courses in one semester, or
  - Cumulative semester or cumulative GPA less than 2.0 for two consecutive semesters, or
  - Earned course grade of “F,” or “WF” in the same nursing course twice, or
  - Earned course grade of “F,” or “WF” in a third nursing course, even when courses with earned grades of “F,” or “WF” have been successfully repeated.
4. Select the designated progressions letter template for communication of the review committee recommendation.
  5. Electronically mail the letter with a return delivery and read receipts, and mail the letter via registered mail (requiring signature to document receipt of the letter).