Operating Policy and Procedure

SON OP 30.835 - Progressions Policy – Traditional BSN

PURPOSE
The purpose of the School of Nursing Undergraduate Progressions Operating Policy and Procedure (SON OP) is to establish the requirements and process for student progression through the curricula 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 OP will be reviewed biennially by September 1 of each even numbered year (ENY) by the applicable Associate Dean/Department Chair, 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:

   • Grades are reviewed each semester and progression in the designated academic program is determined by the Associate Dean/Department Chair, program directors and Program council officers.
   • Undergraduate students are required to maintain a minimum 2.0 GPA with grades at the level of “C” or above for all undergraduate courses.

2. Procedures

At the conclusion of each semester, the respective Associate Dean/Department Chair, program directors and the program council officers review course grades for undergraduate students.

   • The program director will schedule a progressions meeting at the end of each semester for the purpose of determining undergraduate student progression.
   • 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.
   • Develop recommendations for continued progression toward degree completion or recommendations for academic dismissal based on the following criteria:
Undergraduate criteria for the Traditional BSN Program for academic dismissal are as follows:

- Earned course grade of “D,” “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

Forward recommendations to office of Student Affairs. Route Select the designated progressions letter template for communication to the Office of the Dean.