

To: Current CON Students
From: Dr. Brian C Oxhorn, Dean, College of Nursing
Date: May 27, 2020
Re: Addendum to 2019-2020 Student Handbook regarding unexcused absences & Punctuality in clinical courses

This memorandum is to serve as official notice of changes to the Missed Assessments, Attendance in Lab, Attendance in Clinical Course, Punctuality in Clinical Courses, and Targeted Clinical Remediation (ABSN only) policies. The **highlighted** or ~~struckthrough~~ areas contain revised language approved by the CON Faculty Council. These policies are effective July 1, 2020.

Excused Missed Assessments

Requests for excused absences are only granted for initial assessments and/or initial reassessments. Makeup assessments and reassessments must be completed by the deadlines outlined below, or students will receive a grade of No Pass “NP” and be required to attend the next remediation period scheduled for that course. Excused absences are not permitted for makeup assessments or makeup reassessments. Students with prolonged illnesses or other personal issues that result in multiple absences may be denied excused absences and will be asked to consult with a College administrator regarding taking a leave of absence (see Leave of Absence).

If an absence from a scheduled assessment is excused, the student will be assessed during the scheduled reassessment.

attend the next scheduled remediation period for that course (to be determined by course faculty in conjunction with the Campus Dean/Associate Dean) and be assessed on those outcomes at that time. More than one unexcused absence is not permitted. Following an unexcused absence from a regular course assessment or reassessment, the student will be notified, in writing that any additional unexcused absences will result in the student being placed on academic probation (See Academic Probation).

Unexcused Missed Assessments

If an absence from a scheduled assessment is unexcused, the student will receive a No Pass “NP” on that assessment. The student will be required to attend the scheduled reassessment for that course.

If an absence from a scheduled reassessment is unexcused, the student will receive a No Pass “NP” on that assessment. The student will be required to attend the next scheduled comprehensive remediation assessment for that course.

If an absence from a scheduled comprehensive remediation assessment is unexcused, the student will receive a No Pass “NP” on that in the course and will be required to repeat the course with a subsequent cohort pending space availability.

Following the first unexcused absence from a scheduled Skills and Simulation laboratory sessions, the student will be placed on academic probation and receive an Academic Intervention Plan to include written notification that additional unexcused absences will result in academic suspension from the College of Nursing.

Following the second unexcused absence from a scheduled Skills and Simulation laboratory sessions, the student will be placed on academic suspension and receive an Academic Intervention Plan to include written notification that additional unexcused absences will result in academic suspension from the College of Nursing.

Students with an unexcused absence will be given a No Pass, “NP” for the course and be required to repeat the clinical course the next time it is offered, and clinical space is available.

Punctuality in Clinical Courses

Clinical remediation for any s