

## Readmission / Exception Policy

Students who have withdrawn from the DCCC Associate of Applied Science in Nursing program or have not met nursing course competencies with a grade of "C" or higher may apply one time for re-admission to the program.

The following guidelines will be utilized for students who are seeking readmission into the program after a previous suspension. As space is available, readmission applicants may be accepted.

1. Apply for re-admission within two (2) years of exit from the program.
2. If applicable, retake general education courses until a 2.75 grade point average in each course is attained.
3. Complete the Re-admission application.
4. Submit a formal written request for readmission. The request should identify the following:
  - the reason for the previous suspension,
  - what action has been taken to remediate and prepare for re-entry during the absence,
  - what action(s) will be taken to ensure successful completion on the second attempt.
5. Schedule an appointment with the Dean of Nursing and Allied Health to discuss your re-application.
6. Attend Allied Health Faculty and Staff Meeting executive session for interview. This interview will consist of discussion with AH Faculty and Staff regarding your request for readmission, reason for previous suspension, remediation actions and plan for success. Any additional admission requirements could be discussed at that time.
7. For the safety of our patients, students may be required to practice and/or revalidate skills as a condition of readmission.

**NOTE: Background checks must be conducted upon readmission.**

**If exception/readmission is granted, the student will be admitted under probationary status and a formal contracted plan for success will be developed.** The plan will include remediation activities pertinent to the reason for previous suspension in addition to activities identified by the student and the Dean, AH Faculty and Staff Group, and/or Nursing Success Coordinator to enhance the potential for successful completion of the program.

**The terms of the plan must be evaluated on a regular schedule to progress in the program. Failure to do so may result in a recommendation for permanent suspension. All terms must be met to successfully complete the program.**

**Application for re-admission will be declined to any student who has experienced two previously unsuccessful attempts, regardless of reason, to complete the DCCC nursing programs or any other nursing programs.**