

Mercer County Community College
Division of Health Professions
Nursing Program

Leave of Absence Procedure

1. Nursing students may apply for a leave of absence from the professional phase of the Nursing Education program.
2. Students may only take a leave of absence for two semesters. If the student requires a leave beyond two semesters, they may be required to reapply to the Nursing Education program to restart the professional phase of the Nursing Education program.
3. Students wishing to take a leave of absence should submit the appropriate documentation to the MCCC student records office and submit a Nursing Education program Leave of Absence Request form to the nursing office.
4. A leave of absence does not exempt a nursing student from the requirement to complete the professional phase of the nursing education program within six semesters.

Effective Date: July 1, 2020

Approved by:

A handwritten signature in black ink, appearing to read 'Elizabeth A. Mizerek', with a long horizontal line extending to the right.

Elizabeth A. Mizerek, MSN, RN, FN-CSA, CNE, CEN, CPEN, FAEN
Director of Nursing Education