

Mercer County Community College
Division of Health Professions
Nursing Program

Nursing Program Readmission due to Extenuating Circumstances

Purpose: To provide students who were dismissed from the nursing program, who may have experienced extenuating circumstances that impacted their ability to be successful, an opportunity to be reviewed for possible readmission to the nursing program.

Procedure:

1. Students who are dismissed from the nursing program and wish to be considered for readmission due to extenuating circumstances will be required to submit a letter requesting readmission consideration to repeat the course or courses in which they were unsuccessful or withdrew, along with all remaining curriculum coursework.
2. Students will be required to write an essay describing the extenuating circumstance(s) and how the event(s) impacted their ability to be successful in the nursing program. Complete documentation supporting the extenuating circumstance(s) (e.g., legal documents, medical documentation) **must** be included.
3. The extenuating circumstance(s) **must** have occurred during the semester of a course failure or withdrawal. Extenuating circumstances include, but are not limited to, medical emergencies, death of spouse/parent/child, and loss of home due to circumstances beyond student's control.
4. Any student requesting readmission consideration due to extenuating circumstances must submit the required documentation to the nursing office within thirty working days of the end of the semester in which the dismissal occurred.
5. A committee comprised of the Director of Nursing Education and nursing faculty will review all documentation submitted by students requesting to return due to extenuating circumstances.
6. If readmission is approved, a student will need to complete all steps in the "Reinstatement to a Nursing course" policy for the course in which they were unsuccessful.

7. Any student re-admitted to the nursing program due to extenuating circumstances will be held to the standards, policies and procedures of the nursing program at the time of re-admission.
8. Students may only submit an application for readmission for extenuating circumstances one time.

Effective Date: February 1, 2012

Revised Date: December 10, 2012; December 2013; December 2014, August 2015, February 2016, August 2016, July 2017

Approved by:

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

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Director of Nursing Education