

*Mercer County Community College*  
*Division of Science and Health Professions*  
*Nursing Program*

REINSTATEMENT TO THE NURSING PROGRAM

Purpose: To provide an equal opportunity for reinstatement to the nursing program, utilizing standardized criteria for qualified students (students not permanently dismissed from the nursing program), in an effort to promote future success in the nursing program.

Procedure:

1. Reinstatement to a nursing course(s) is not guaranteed. Qualified students are reinstated on a space available basis after all progressing students are accommodated. Returning students are not guaranteed placement in a nursing course.
2. Any student withdrawing or who wish to file an official "Leave of Absence" (LOA) may do so by obtaining a Leave of Absence form from the college Registrar's office. Students taking a LOA due to medical reasons must submit copies of medical documentation to the Registrar's office and have the medical LOA noted on the form. Copies of the approved LOA form and medical documentation, if applicable, must be sent to the nursing program office. Students seeking reinstatement to the nursing program following a medical LOA, must produce a medical clearance, with no restrictions, to the nursing program office upon application for reinstatement. Students on a medical LOA or who withdrew from the nursing program in good standing with documented extenuating circumstances, may apply for reinstatement to the nursing program by the following deadlines:

February 15 for fall readmission consideration  
October 1 for spring readmission consideration

Students on LOA due to medical reasons will be ranked first for placement in the next program on a space available basis and will not be subject to complete the steps required for students seeking reinstatement into the nursing program (i.e., HESI exam, mandatory success workshop).

3. Students who withdraw from the nursing program, in good standing, due to documented extenuating circumstances (e.g., health issues) will be required to submit a letter of intent to return the following semester to take the course(s) they withdrew from. Students in

this category will be ranked first for placement in the next program on a space available basis and will not be subject to complete the steps required for students seeking reinstatement into the nursing program (i.e., HESI exam, mandatory success workshop).

3. Students who fail or withdraw failing from a nursing course must submit a letter of intent to return the following semester to repeat the course in which they were unsuccessful or withdrew. This letter must be submitted at the end of the unsuccessful (or withdrawn) course. Students must have successfully completed all previous courses before progressing to the fourth semester.
5. Reinstatement to NRS110 requires that the student re-petition per current program admission policies and petition deadlines.
6. Students requesting reinstatement to courses other than NRS110, will be required to complete a HESI standardized exam as indicated below. Testing dates/times will be arranged by the Director of Nursing Education and the students will be required to pay a \$27.00 fee (price subject to change) to retake the exam.
  - Reinstatement to NRS120, 121, 122 – Fundamentals HESI Version 1
  - Reinstatement to NRS220, 221, 222 – Fundamentals HESI Version 2
  - Reinstatement to NRS230, 231, 240 – Medical Surgical HESI Version 1
6. Reinstatement to the program will be based on total points earned utilizing the re-admission rubric. Points will be assigned to students based on the following:
  - Date began NRS110 for the first time
  - Current Cumulative GPA
  - Number of Previous Nursing Courses Failed
  - HESI score (either Med/Surg or Fundamentals)

Students will be ranked according to the total points received and will fill available seats after all progressing students are accommodated.

7. Any student who is unsuccessful in a nursing course will be required to meet with their nursing advisor to create an academic action plan in order to promote future success in the nursing program. As part of this action plan, students will be required to complete the following in order to be able to repeat the nursing course in which they were unsuccessful or withdrew:
  - Complete **all** HESI exam remediation for **any** HESI exams taken while enrolled in nursing in which the benchmark was not met (Fundamentals 750; all other HESI's 850), by the end of the current semester.
  - Attend one student success workshop prior to reinstatement.
  - Attend two (2) mandatory meetings with their nursing advisor prior to reinstatement

8. Students returning to any course in the nursing program will be held to all current policies/standards in effect at the time of reinstatement to the nursing program.

Effective Date: February 1, 2012

Revised Date: July 2013, November 2013, January 2014

Approved by:

, Acting Director