

Mercer County Community College
Division of Health Professions
Nursing Program

Reinstatement to a Nursing Course

Purpose: To provide an equal opportunity for reinstatement to a nursing course (students not dismissed from the nursing program), in an effort to promote future success in the nursing program.

Procedure:

1. Students are reinstated on a space available basis after all progressing students are accommodated.
2. Students who are reinstated into a nursing course must complete the course in which they were unsuccessful or withdrew before being permitted to progress to the next level of nursing courses
3. 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.
4. Students requesting reinstatement to a nursing course who were on a leave of absence (LOA) due to medical reasons will be reinstated before students who were unsuccessful in a nurse course for placement in the next semester on a space available basis and will not be required to complete the steps for students seeking reinstatement into a nursing course (i.e., mandatory success workshop, success plan).
5. Students who withdraw from a nursing course, in good standing, due to documented extenuating circumstances (e.g., health or personal issues) will be required to submit a letter of intent to return (including supporting documentation of extenuating circumstances) the following semester to take the course from which they withdrew. Students in this category will be reinstated before students who were unsuccessful in a nursing course(s), for placement in the next semester on a space available basis and will not be subject to complete the steps required for students seeking reinstatement into a nursing course (i.e. mandatory success workshop, success plan.)
6. Students who were unsuccessful or withdraw with a failing average from a nursing course must take the following steps to be reinstated into a nursing course:
 - a. Submit a letter of intent to return to the nursing program office. This letter should be submitted within two weeks of the initial course failure or withdrawal.

- b. Meet in person or virtually with their nursing program advisor or Director of Nursing Education. This meeting should cover reinstatement process, review of HESI scores, HESI remediation expectations, and initial discussion of success plan.
- c. The student must complete remediation for all HESI examinations in which the student scored below the nursing program established benchmark. The student's nursing program advisor and/or Director of Nursing Education will determine the amount of time appropriate.
- d. The student must attend a nursing program approved success workshop.
- e. The student will create a written plan for success. This will be reviewed with their nursing program advisor and/or Director of Nursing Education.
- f. The student will meet a second time with their nursing program advisor and/or Director of Nursing Education to verify completion of HESI remediation, attendance at success workshop, and creation of written success plan.
- g. The student must submit the completed Reinstatement to a Nursing Program Tracking Sheet to the nursing office in order to be registered for the nursing class.

Effective Date: February 1, 2012

Revised Date: July 2013, November 2013, January 2014, January 2015, May 2015, August 2016, January 2017

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
Director of Nursing Education