

## **1 PURPOSE**

**The purpose of this policy is to delineate the process for re-admission to the Bethel University nursing program.**

## **2 SCOPE**

**This policy is applicable to all nursing students whose progression in the nursing course curriculum sequence is interrupted for any reason. This includes those students who have failed one of the nursing courses that do not have a clinical component but have continued to take other nursing courses without a clinical component. (Nursing courses without a clinical component include NUR 300, NUR 317, NUR 318, NUR 321, NUR 323, and NUR 341.)**

## **3 PROCEDURES**

### **3.1 Responsibility**

**Students seeking re-admission to the nursing program are responsible for applying for full- time re-admission to and enrollment in the Department of Nursing (DON) and, if applicable, to Bethel University. The DON and Admissions and Retention Committee is responsible for the careful examination and evaluation of each re-admission applicant's complete scholastic record including Assessment Technologies Institute (ATI) assessments and nursing course exams. Additionally, the Committee is responsible for reviewing the particulars of what caused the applicant to fall out of sequence. The applicant, the Admissions and Retention Committee, and the DON Academic Learning Specialist or the applicant, DON Academic Learning Specialist and the DON Director are responsible for meeting to determine and agree upon specific conditions which are implemented and individualized to each student and a related timeline under which the student will be re-admitted. Satisfaction of the mutually agreed upon conditions in the time allotted is intended to provide the re-admission applicant with a high probability of success in the Bethel nursing program.**

### **3.2 Nursing Course Enrollment**

**Nursing students seeking re-admission and enrollment in any nursing course must be admitted to both the University and the nursing program. Re-admission to the nursing program requires that the student desiring re-admission have a cumulative GPA of 2.75 or higher in all completed college-level work and have met all**

**conditions in the Re-admission Agreement (NF-321).**

### **3.3 Re-admission Process**

**Students seeking re-admission to the nursing program must:**

**Be accepted into Bethel University.**

**Submit all official college transcripts to the Registrar's Office if college work has been attempted somewhere other than Bethel University during time away from the nursing program.**

**Submit the DON Re-admission Application (NF-322) to the Chairperson of the nursing program's Admissions and Retention Committee.**

**Meet with the DON Director, the DON Academic Learning Specialist and/or the instructor(s) whose course the student did not pass, or the student's advisor to fill out the Re-admission Agreement (NF-321), and the ATI Review Grid (NF-322), or the NCLEX Review Books Grid (NF-324) as appropriate.**

**Sign the Re-admission Agreement (NF-321) that lists the conditions with associated deadlines that must be satisfied prior to re-admission.**

**If requested, meet with the nursing faculty as a whole to discuss and plan strategies for the successful completion of the nursing curriculum.**

### **3.4 Changes to the Curriculum**

**If the nursing curriculum changed during the period the student seeking re-admission was out of the nursing program, the student may be required to complete any additional courses necessary to meet the requirements of the new curriculum. The student seeking re-admission might also be required to retake or audit certain courses to ensure that he or she is adequately prepared to continue in the nursing curriculum.**

### **3.5 Mandatory Requirements**

**Students seeking re-admission must be up to date on all mandatory requirements at the time of re-admission. These requirements include CPR certification; immunizations, TB skin test, and blood titers; malpractice and health insurance; criminal background check; and drug screen.**

#### **4 REVIEW**

**This policy will be reviewed in accordance with the Program Evaluation Plan (NAD-107).**

#### **5 ASSOCIATED FORMS**

**NF-321, Re-admission Agreement  
NF-322, Re-admission Application  
NF-323, ATI Review Grid  
NF-324, NCLEX Review Books Grid**

**END OF POLICY**

**BETHEL UNIVERSITY**  
**Department of Nursing Policy NAD-102**  
***Re-admission of Nursing Students***

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## *Re-admission of Nursing Students*

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