

Change of Grade

A course instructor may change a reported grade only if the original grade was incorrectly assigned due to clerical or computational error, or if a student meets the requirements for the removal of an Incomplete grade.

UNDERGRADUATE and GRADUATE PROGRESSION POLICIES

Final grades in completed courses are available through the student portal at the end of each academic semester. The associate dean will notify students of actions taken after grades are reviewed. The registrar reserves the right to withhold transcripts and diplomas until all account holds are removed.

Leaves of Absence (LOA)

The School of Nursing requires that all students be enrolled every semester or be on an approved Leave of Absence unless there is no course offered in the student's plan of study for the semester. Students who do not meet this requirement will be academically withdrawn. Students may be granted a leave of absence for a period of time **not to exceed a total of one year** for legitimate health, personal, military or other appropriate reasons.

In case of a request for a medical leave of absence, the School of Nursing may obtain an independent verification through referral from Employee and Student Health at the Medical Center. Prior enrollment in the School of Nursing is required for a student to be granted a leave of absence. Accepted students who have signed the letter of intent but who have never enrolled are not eligible for a leave of absence.

Because of the intensity of the curricula, the phasing of the courses and the rapid changes in nursing knowledge, a student may be required to restart courses from the beginning upon returning from leave. Traditional and Accelerated students are required to complete a Re-entry Skills Validation upon return from Leave of Absence.

To be granted a leave of absence, the student must:

- be in good academic standing,
- notify the associate dean for academic affairs in writing of the request for leave of absence,
- obtain approval from the associate dean for academic affairs, and
- inform the associate dean for academic affairs, in writing, of intentions regarding future enrollment.

Students who fail to return to the academic program within the specified time **will be withdrawn from the program. If the student has courses in progress at the time the leave of absence is granted, a letter grade of F may be assigned to these courses.** A student on leave of absence will not be assigned any academic or clinical responsibilities. Upon return from leave of absence, the student will re-enroll and will pay all tuition and fees appropriate for the period of re-enrollment. No leave of absence will be granted without all appropriate prior approvals.

Withdrawal

Registration for a course makes the student responsible for attending class until the course is completed or until the student withdraws from the course, with the permission of the program director and the associate dean and approval of the dean. Failure to comply will result in recording failing grades in all courses in which the student is registered. Approved withdrawals, if completed on or before the last day specified by the academic calendar, will not be recorded on the student's record. Withdrawal authorized after this date will be recorded as a W through the 10th week of the fall and spring semesters and the 6th week of the summer semester. Withdrawals authorized after this date will be recorded as W if the student is passing the course at the time of withdrawal; a grade of F will be recorded if the student is failing.

No withdrawals will be granted during exam week. A maximum of two course withdrawals are allowed in the baccalaureate programs. Exception: If a student has to withdraw from a course that has one or more co-requisites within the same semester, the student will be allowed to withdraw from the co-requisite classes.

Progression

Grades and progress of each student are reviewed by the associate dean at the end of each grading period. Students who do not meet the established criteria will be notified. Progression in the baccalaureate programs requires a minimum cumulative GPA of 2.0 in all required nursing courses. Graduate students must have a minimum cumulative overall GPA of 3.0 in order to graduate.

- If a student makes a grade of D or F in a course, the course may be repeated once provided the overall GPA is a 2.0. Students who receive a grade of C or better in a course are not permitted to repeat the course.
- If a student repeats a failed nursing course and does not make a grade of C or better, the student will be dismissed from the program. Students dismissed from the program will be notified by the dean of the School of Nursing.
- Only one nursing course may be repeated. If a student receives a D or F in a second nursing course, the student will be dismissed from the program.
- Traditional students who are on an Alternate Plan of Study due to grades are required to complete a Re-entry Competency Evaluation of skills prior to enrollment in a clinical course.
- Students who receive one F grade in a clinical course may be automatically dismissed from the program.
- Students who have two or more incomplete grades will not be allowed to progress until the incompletes are removed.
- A grade of Unsatisfactory (U) will be assigned for any clinical day during which the student fails to meet minimum professional expectations for the day. If the student receives two unsatisfactory grades in the same clinical course, she/he will receive an F for the course. Clinical faculty reserve the right to assign a U to the student for failure to meet any portion of the required clinical expectations.

- A student must satisfactorily complete all requirements stated in the syllabus for each course to be eligible for progression. A grade of Incomplete is reported when the student has not fulfilled the course requirements, including Satisfactory/Unsatisfactory assignments.
- A grade of Incomplete is not an expectation but rather a privilege that is extended in unusual circumstances by the course coordinator. The course coordinator determines the time allowed for the student to remove the Incomplete grade. The Incomplete grade is converted to a grade of F if not removed within 12 months from the time it was assigned.

Progression – Accelerated BSN Program

Any student entering the Accelerated BSN 12 month program option must be successful in all courses within a semester. Failure to successfully complete each course within each semester will result in dismissal from the program. If a student chooses to withdraw from a course, this same principle will apply. The student will have the option (if they choose) to reapply for a spot in the next admission cycle for the prospective site (Oxford or Jackson).

Required Revalidation Skills Checkoff

Students who have been out of a clinical course for more than one year are required to perform a revalidation skills checkoff prior to re-entering classes or clinical. The revalidation is necessary to ensure that the student has retained the knowledge, skills, and abilities to perform safe patient care for the semester to which they are returning. The student will be provided a list of required skills to be assessed and will also be provided opportunities to practice these skills prior to the revalidation skills checkoff. The student should make contact with the assistant dean for undergraduate programs one month prior to the beginning of the entering semester so arrangements for the checkoff can be made.

Probation

For more information on the Probation Policy, click [here](#).

STUDENT COMMUNICATIONS

Current policies may be found on the UMMC Document Center, the [Student Handbook](#) and in course syllabi. Please review these policies. For more information on the UMMC Student Communications Policy, click [here](#).

STUDENT COMPLAINTS**Grievance Policy**

For more information on the Grievance Policy, click [here](#).

Dismissal

For more information on the Dismissal Policy, click [here](#).

Re-admission

For more information on the Re-admission Policy, click [here](#).

OFFICE OF STUDENT AFFAIRS AND SERVICE LEARNING

The School of Nursing Office of Student Affairs and Service Learning provides information, resources, and support to nursing students and prospective students through non-academic advisement, career guidance, enrollment management, orientation, recruitment, tutorial information, student leadership programs, community outreach, and special events. The assistant dean for students oversees the office of student affairs and service learning, coordinates, advises, and implements student policy, and manages strategic planning for student affairs.

Counseling

Academic and career counseling is available through School of Nursing faculty, Student Affairs, administrative staff, and the University of Mississippi Medical Center Office of Academic Support Services. Mental health counseling is available through appropriate professionals at the University of Mississippi Medical Center and through contracts with other agencies through the Life Synch Student Assistance program. Associate deans, program directors, and the director of student affairs can assist students in locating such services as needed.

STUDENT ORGANIZATIONS**Associated Student Body**

The Associated Student Body is composed of designated administrators, student body officers, and presidents of other student organizations who meet to exchange information and plan activities affecting student life.

Nursing Student Body Government

The Nursing Student Body Government is composed of students elected by their peers in accordance with the Nursing Student Body (NSB) constitution. The NSB Government plans student activities, fundraisers, and philanthropic activities for students in the School of Nursing with the guidance of the faculty advisor and director of student affairs.

Professional Student Organization

University Chapter, Mississippi Association of Student Nurses, is affiliated with the National Student Nurses' Association and gives the student an opportunity to participate in the professional activities of the organization.

TUITION AND FEES

Note: Tuition and fees listed below are for the 2020-2021 academic year. All amounts are subject to change pending information from the Institutions of Higher Learning (IHL). Please contact the [Department of Student Accounting](#) for more information.

Undergraduate Programs*

Tuition and fees for the current academic year can be found on the institutional [website](#). Tuition is subject to change pending information from the Institutions of Higher Learning (IHL). Fees are charged to various programs as follows: