

**AVE MARIA UNIVERSITY**  
**DEPARTMENT OF NURSING BSN POLICY**

**Title:** Progression toward the BSN Degree

**Policy Date:** 12/2019

**Revision Dates:** April 2025, Edited June 26, 2025

**Responsible Position/Department:** Nursing Faculty

Purpose: To inform students of the available options should they fail to meet the minimum requirement of the Nursing Program for didactic and/or clinical requirements.

**Policy:**

1. All courses in the nursing curriculum must be taken for a grade (A - F) or Pass/Fail as specified in the AMU Catalog.
2. Students must attain at least a "C" or "73" grade in all nursing courses each semester to be allowed to progress in nursing courses for the following semester. All courses must be successfully completed before progression is permitted.
3. Students must maintain a minimum overall grade point average (GPA) of at least 2.0 and complete each required nursing course (including nursing electives) with a grade of "C" or "73" or better to qualify for the BSN degree.
4. All required courses within a semester block must be completed before progressing.
5. Consequences of Deceleration or Change in Cohort
  - A. When students withdraw from a nursing course(s) for any reason, re-admission and progression through the remainder of the curriculum is by space available basis only. \*(\* Students must complete the decelerated courses within 1 year.)
  - B. A student who withdraws from a theory course or its affiliated clinical lab or clinical rotation in a given semester must withdraw from both aspects (didactic and clinical) of the course.
  - C. If a student earns a "NC" (no credit) or failure in the clinical lab course prior to the end of the semester, the student will be required to retake the affiliated coursework (didactic and clinical/lab) if re-admitted to the Program.
6. The Program Director and faculty are responsible for facilitating, reviewing, and ruling on issues in the student progression process. If necessary, the issue may be referred to the Vice President and/or Assistant Vice President for Academic Affairs for advice or final decision.

Revised April 2025, KA/AO  
Edits June 26, 2025 vote, July 2, 2025

7. Actions Related to Earning Less Than a "C" or "NC" in any nursing courses:

SITUATIONS:

- A. First semester student that earns less than a "C" or "NC" in any nursing course.
- B. Students in the second semester and beyond that earn less than a "C" or "NC" in any nursing course.
- C. Student that earns less than a "C" or a "NC" for the second time in the same course in any nursing course.
- D. Student that earns less than a "C" or a "NC" in any nursing course in 2 different semesters.

ACTION:

- A. The student must complete an application for admission to the nursing program.
- B. The student must complete an application for re-enrollment in a space available, to progress in the nursing program.
- C. The student may not continue in the nursing program.

8. If a student is readmitted to a clinical nursing course, the student must repeat both the theory and the affiliated clinical/lab course concurrently.

9. Re-admission Procedure (\* Students must complete the course(s) in question within 1 year.

A. For first semester junior level, the student needs to submit his/her application and compete with the pool of applicants for the March deadline.

- 1. This includes entering into a learning contract and meeting the requirements for re-admission.
- 2. The student must notify the Program Director in writing of the intent to re-apply and collaborate with the Nursing Advisor for completion of an admission application is to be returned to the Director of Nursing Chair for advising. Priority will be given to Leave of Absence students.

B. For a second semester junior level and above student, acceptance is dependent upon available space.

- 1. The student is required to notify the DON chair in writing of the intent to re-enroll prior to the March deadline for Spring admission.
- 2. The student will also meet with the DON chair and enter a Learning Contract.
- 3. The DON chair will announce re-entering students at closed faculty meetings.
- 4. Students must have current Healthcare Provider CPR, health insurance, updated PPD and all required health records.

10. Incomplete (I) Grades.

A. Incomplete grades (I) are given according to the AMU Catalog criteria. All Incomplete (I) grades received in any nursing course must be cleared by earning a "C" or "73" or better before the student progresses to the next semester block.

B. Incomplete grades are **not** given in clinical courses.