

NORTHWOOD TECHNICAL COLLEGE
ASSOCIATE DEGREE NURSING
STUDENT POLICIES

DISMISSAL FROM ADN PROGRAM

The student will be dismissed from the ADN program if either of the following occurs:

- Failing two core (543 nursing) courses
- Withdrawal from the same course two (2) times is considered as a failure of the course and counts toward the ADN Program Dismissal Policy

This policy includes core (543 nursing) courses taken at other Wisconsin Technical College System (WTCS) colleges.

This policy reflects concerns for appropriate ADN program standards from the ADN Faculty Advisory Committee. This policy has become a typical standard in all ADN programs throughout the state of Wisconsin. This standard also enhances the position of Northwood Tech ADN graduates when transferring to another ADN program or pursuing a baccalaureate degree in nursing.

Reentry of dismissed students will be as space is available in the semester of reentry. Prioritization of dismissed students will be after all other categories of reentry students (withdrawal and passing, course failure, withdrawal and failing) have had the opportunity to reenter.

After a student is academically dismissed, their program plan will be deactivated, and they must withdraw from any ADN program courses. Academically dismissed students are not eligible to receive a Letter of Good Standing from the Associate Dean, Nursing/ADN Program Director.

Students who have been dismissed from the ADN program under the previous 3-failure policy, will be readmitted under the current 2-failure policy. If a student is dismissed a second time for course failure the student will not be allowed to return to the ADN program.

A student who is dismissed from the ADN program due to violations of Code of Conduct, safety, and/or professional standards is not eligible to apply for readmission to the ADN program.

REENTRY AFTER DISMISSAL FROM ADN PROGRAM

Students who have been dismissed from the ADN program for academic reasons are eligible to reenter provided all the following criteria have been met and there is space available:

1. Work the equivalent of a minimum of 20 hours/week in a healthcare facility with direct patient care (direct patient care includes Activities of Daily Living) for two years following dismissal. Documentation must be sent directly to the Northwood Tech Associate Dean, Nursing/ADN Program Director from the healthcare facility on company letterhead. The documentation must include position held, start to end date, and verification that a minimum of 20 hours/week was worked.

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2. Provide a letter of recommendation for continuation in the ADN program from the immediate supervisor of the healthcare facility in which the dismissed student worked for the two years. A letter of recommendation must be provided from each supervisor in all positions held over the two years on company letterhead. The documentation must be sent directly from the facility to the Associate Dean, Nursing/ADN Program Director.
3. Submit an E-4 form to the Associate Dean, Nursing/ADN Program Director requesting reentry into the program.