



Pre-Nursing Appeals

POLICY:

- Students may petition the Pre-Licensure Program Committee when documentable extenuating circumstances affected their academic performance, and/or students become ineligible for program admission.
- Extenuating circumstances (situations outside of their control) may include the death of an immediate family member, a severe medical condition, or an unforeseen traumatic personal circumstance that affected progress in the pre-nursing curriculum.
- Students in violation of the Repeat Core Pre-requisite Policy, prior to university admission or declaration of nursing major, are not eligible to pursue admission to the Pre-Licensure Program or petition for appeal. This applies to incoming first-year students, transfer students and current university students.

PROCEDURE:

STEP 1

An appointment will be requested by the student with a member of the Nursing Advising Team to review the policy, procedures, deadline, and access to the application.

STEP 2

The application will be submitted electronically with attached documentation verifying the extenuating circumstances. If no documentation is attached, the application will be considered incomplete and will not be reviewed. Students with medical extenuating circumstances are encouraged to have the Medical Verification Form completed by their healthcare provider.

STEP 3

The application must be received by the deadline communicated during the advising appointment. The pre-nursing appeal will be reviewed by the Pre-Licensure Program Committee, in consultation with the Student Advising Director. Student names and identifying information will be redacted before formal review by committee members.

STEP 4

The student will receive the appeal outcome via university email within 3-5 business days after the committee meeting.

The following information may be considered during review of the appeal:

- Total cumulative GPA.
- Core pre-requisite GPA.
- Progress toward degree.
- Number of course attempts in pre-requisite coursework.
- Academic courseload each semester.
- Academic performance at institutions outside of Minnesota State Mankato.
- Evidence extenuating circumstance is resolved and/or plans have been put into place to ensure success.

RATIONALE:

This policy is intended to guide pre-nursing students through the appeal process to support them in advancing their academic goals. We understand a student might experience academic difficulty due to situations outside of their control. A record of failure to meet pre-nursing requirements and policies jeopardizes timely progression, admission to the program and completion of the nursing degree.