



FRAN AND EARL ZIEGLER
COLLEGE OF NURSING
The UNIVERSITY of OKLAHOMA HEALTH SCIENCES



Student Handbook

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Introduction to the Student Handbook

The OUHSC College of Nursing (CON) Student Handbook is published for informational purposes. While every effort is made to present the information accurately, the actual text of the policy, procedure, or law should be consulted as the authoritative source of information.

Fran and Earl Ziegler College of Nursing

Welcome to Oklahoma's flagship college of nursing; we are excited for your nursing journey! Founded in 1911, OU College of Nursing is the state's largest nursing school with five program sites in Oklahoma City, Tulsa, Lawton, Duncan, and Norman and is dedicated to continuing the leadership and academic excellence that have become synonymous with the University of Oklahoma.

Mission and Goals: <https://nursing.ouhsc.edu/About/Mission-Goals>.

Values: <https://nursing.ouhsc.edu/Our-Values>

Leadership: <https://nursing.ouhsc.edu/About/Leadership>

Faculty: <https://nursing.ouhsc.edu/About/Faculty-Directory>

Staff: <https://nursing.ouhsc.edu/About/Staff-Directory>

Accreditation: <https://nursing.ouhsc.edu/About/Accreditation>

OUHSC Student Handbook

Please consult the OUHSC Student Handbook for OUHSC policies and procedures: <https://studenthandbook.ouhsc.edu/>

[Section 1: Academic Degrees Offered](#)

[Section 2: Board of Regents' Policies and Procedures](#)

[Section 3: OUHSC Policies and Procedures](#)

[Section 4: Tuition and Fee Policies](#)

[Section 5: Graduation](#)

[Section 6: International Student Services](#)

[Section 7: Veterans Student Services](#)

[Section 8: Resources](#)

Graduate College Bulletin

Please consult the OUHSC Graduate College Bulletin for graduate student policies and procedures:

<https://graduatecollegebulletin.ouhsc.edu/>

[Section 1: University Administration](#)

[Section 2: The OUHSC Graduate College](#)

[Section 3: Master's Degree Programs](#)

[Section 4: Doctoral Degree Programs](#)

[Section 5: Description of Graduate Programs](#)

OUHSC Faculty Handbook

The OUHSC Faculty Handbook can be found here: <https://provost.ouhsc.edu/Policies-and-Procedures/HSC-Faculty-Handbook>

Clinical Absence Policy

I. Definitions

- A. **Clinical Absence:** A clinical absence is defined as an absence from a scheduled clinical learning activity that counts towards the student's clinical hour requirement. The nature of clinical absences may include planned or unplanned events that prevent the student from following the initial plan outlined to achieve the hour requirement within a clinical course.
- B. **Planned Clinical Absence:** Absence from a clinical learning activity with prior approval from the clinical faculty member(s).
- C. **Unplanned Clinical Absence:** Refers to absence from a clinical learning activity where a student is unexpectedly absent without prior notice or approval. These absences can occur due to illness, emergencies, or other unforeseen circumstances.
- D. **Clinical Tardiness:** Clinical tardiness is defined as arrival at a clinical learning activity after the scheduled start time. Clinical faculty will communicate arrival time during orientation with students. Clinical tardiness may vary based on associated hospital policies.
- E. **Clinical Learning Activity:** Clinical learning encompasses a variety of activities including skills lab; simulations; interprofessional activities; and community clinical and hospital learning experiences. These activities count towards a clinical course and program hour requirements necessary for progression and graduation.

- F. **Supervised Clinical Learning Activities:** Any Clinical Learning Activity where the student is supervised by an OU College of Nursing faculty member.
- G. **Precepted Clinical Learning Activities:** Any Clinical Learning Activity where the student is supervised by a qualified preceptor. An active Clinical Affiliation Agreement (CAA) must be in place prior to a student starting any clinical hours at a facility. Preceptors must sign a Preceptor Agreement prior to the start of clinical hours.

II. Expectations

- A. **Student Clinical Attendance:** Attendance at clinical learning activities is mandatory and expected. All clinical time missed due to tardiness or absence must be made up through makeup clinical experiences prior to the end of the semester to meet course requirements. Students can reference the clinical course syllabus for more information. Failure to complete required clinical hours may impact student progression and ability to graduate. Students must consult with the Clinical Faculty Member as described in Section III below when a clinical absence cannot be avoided.
- B. **Makeup Clinical Experiences:** The Clinical Coordination Team will make every effort to schedule the student for a similar type of clinical learning experience. Availability of makeup clinical experiences is dependent on clinical slot opportunities and clinical faculty availability, however, and therefore cannot be guaranteed. The nature of the makeup clinical experiences is determined by the student's clinical faculty member(s) and the Clinical Coordination Team and should be similar to the clinical experience that was missed. Generally, makeup clinical experiences are scheduled at the end of the academic term or semester.

III. Procedure for Clinical Absence:

In the event a clinical absence cannot be avoided, the following procedures must be followed:

A. Supervised Clinical Learning Activities:

- 1. Student Responsibilities:
 - a) The student is responsible for communicating planned and unplanned clinical absences to the Clinical Faculty Member(s).
 - b) Planned clinical absences must be communicated to and approved by the Clinical Faculty Member(s) at the beginning of the semester or as soon as possible. The student must provide a detailed written request to the Clinical Faculty Member via OUHSC email. The written request must include the date of the clinical absence and appropriate details around the nature of the

request, including why the absence cannot be avoided so the Clinical Faculty Member can sufficiently evaluate the request. Approval for an excused absence is at the discretion of the Clinical Faculty Member(s) in accordance with the College of Nursing processes for absences and is reviewed on a case-by-case basis.

- c) Students are advised to provide written and verbal communication regarding unplanned clinical absences to the Clinical Faculty Member(s) as soon as possible. Students may be required to provide documentation related to the clinical absence.
- d) An unexcused absence or failure to communicate an absence as described above may be considered unprofessional behavior that will result in a decrease in the student's clinical grade as outlined by the clinical course-specific evaluation tool located in the course's learning management system. Additionally, unexcused absences will be managed in accordance with the appropriate OUHSC policy regarding student professional behavior.

2. Clinical Faculty Responsibilities:

- a) The Clinical Faculty Member is responsible for supervising makeup clinical experiences for their assigned students unless otherwise notified by the Clinical Track Coordinator(s) or the Clinical Faculty Member's Department Chair. This facilitates consistent and timely student evaluation.
- b) The Clinical Faculty Member is required to complete a Clinical Absence Form within one University business day to document the clinical absence, type of experience missed, clinical hours missed, and the nature of the clinical absence. The documentation communicates the absence to the Clinical Coordination Team.
- c) The Clinical Faculty Member will ensure the student's attendance within clinical scheduling systems accurately reflects clinical hours attended.
- d) If warranted, the Clinical Faculty Member will apply appropriate grade penalties appropriately, review OUHSC policy regarding student professional behavior, and document professionalism concerns accordingly.

3. Clinical Coordinator Responsibilities:

- a) The Clinical Coordinator will negotiate makeup clinical experiences when negotiating clinical slots for planned clinical activities. Generally, makeup clinical experiences will be planned for the end of the semester.
- b) The Clinical Coordinator will schedule the student and Clinical Faculty Member for a makeup clinical experience within 10 University business days from receipt of the Clinical Absence Form. Details of this makeup clinical experience will be communicated to the student's OUHSC email address by

the Clinical Coordination Team. The Clinical Faculty Member(s) who documented the clinical absence will be included in this communication.

- c) The Clinical Coordinator will ensure all makeup clinical experiences are scheduled within MyClinicalExchange or The Clinical Hub within 10 University business days from receipt of the Clinical Absence Form.

B. Precepted Clinical Learning Activities:

1. Student Responsibilities:

- a) Planned clinical absences must be communicated to the Preceptor and Clinical Faculty Member as soon as possible. Students are responsible for ensuring precepted clinical hours are scheduled around events that would cause them to be absent. Additionally, students are responsible for ensuring they have satisfied the clinical hours requirement outlined in the syllabus.
- b) Students will provide written and verbal communication regarding unplanned clinical absences to the Preceptor and Clinical Faculty Member(s) as soon as possible. Students may be required to provide documentation justifying the clinical absence.
- c) An unexcused absence or failure to report an absence as described above is considered unprofessional behavior and will be managed according to the appropriate OUHSC policy regarding student professional behavior. Additionally, a grade penalty will be applied, if warranted.

2. Clinical Faculty Responsibilities:

- a) The Clinical Faculty Member is responsible for routinely monitoring student professional conduct including timeliness and clinical presence. While the student is responsible for satisfying clinical hour requirement, the Clinical Faculty Member should engage the student in planning that will enable their progression and graduation.
- b) Clinical faculty will communicate excessive clinical tardiness to the Clinical Course Manager via OUHSC email. Additionally, students with excessive tardiness will be referred to Student Affairs for additional support.
- c) If warranted, the Clinical Faculty Member will review OUHSC policy regarding student professional behavior and document professionalism concerns accordingly.

3. Clinical Coordinator Responsibilities:

Where applicable, the Clinical Coordination Team will approve the precepted clinical shift and communicate the student's approved precepted clinical schedule to the Clinical Faculty Member and student.

IV. Procedure for Clinical Tardiness

In the event a clinical tardiness cannot be avoided, the following procedures must be followed:

A. Student Responsibilities:

1. Students are advised to provide verbal communication with faculty as soon as tardiness is apparent. The ability for the student to complete the planned clinical learning activity is at the discretion of the clinical faculty member and is reviewed on a case-by-case basis. Students may be prohibited from completing the planned clinical activity depending on the severity of the tardiness, nature of the tardiness, and clinical situation.
2. Students will provide written and verbal communication regarding clinical tardiness to the Preceptor and Clinical Faculty Member(s) as soon as possible.

B. Clinical Faculty Responsibilities:

1. Clinical faculty will proactively communicate expectations for student arrival time during orientation. Points may be deducted for student tardiness, as outlined in rubrics and the syllabus.
2. Clinical Faculty Members should refer to facility specific policies to guide decision-making regarding building hours and the ability for students to arrive after building hours/shift changes in a facility. Should the time or nature of the tardiness warrant a makeup clinical experience, the student and faculty will follow steps outlined for an unplanned clinical absence. The Clinical Faculty Member can consult with the Clinical Track Coordinator or Clinical Course Manager when navigating student tardiness.
3. Clinical faculty will communicate excessive clinical tardiness to the Clinical Course Manager via OUHSC email. Additionally, students with an excessive number of tardies to clinical experiences will be referred to Student Affairs for additional support.
4. If warranted, the Clinical Faculty Member will review OUHSC policy regarding student professional behavior and document professionalism concerns accordingly.

Site Transfer Requests

Incoming students may request a site transfer to a different learning site. These requests are submitted via an electronic form; are reviewed on a first-come, first-served basis; and are dependent upon clinical spot availability and learning site capacity.

Current students may request a site transfer to a different learning site. Requests are submitted via an electronic form to a committee to review based on clinical spot availability, learning site capacity, and the need for the change.

No site transfer requests are guaranteed, and all are reviewed according to program capacity and clinical availability.

End-of-Term Processing and Board Forms

End-of-term processing and transcript certification for Board of Nursing forms are multi-step processes. In accordance with University policy, the College of Nursing processes final grades and certifies graduates. The Office of Admissions and Recruitment sends transcripts according to the processes of the testing agency and will send out-of-state board forms to the appropriate agencies. The total process takes approximately 4-6 weeks from the date that final grades are due at the end of a semester. Processing commences after final grades are submitted according to the Academic Calendar: <https://admissions.ouhsc.edu/Academic-Calendar>. More information about this process can be found at this link: <https://nursing.ouhsc.edu/Student-Resources/Licensure>. The College of Nursing Student Affairs team can answer questions about this process: nursing@ouhsc.edu or (405) 271-1491.

Transfer of Credit

A. MSN and DNP Transfer Policy

The acceptance of transfer credit from another institution for MSN and DNP degree programs is determined in accordance with the following criteria:

1. The course work transferred must represent valid graduate credit earned in graduate level courses from an accredited college or university.
2. The credit must carry a grade of A, B, or S.
3. The credit must not be more than six years old at the time of admission to the degree program. In special cases, credit more than six years old may be transferred if recommended and validated by the department chair and approved by the Dean.
4. The transfer credit must be applicable to the degree program and must be approved by the Graduate Program Director in the College of Nursing.
5. Students may not apply one course to more than one degree program requirement. No more than 25 percent of the degree requirements may be transfer credit.

Student Evaluations

Student Evaluation of a course cannot be included as a part of a course grade. Each student is given the opportunity to complete a course evaluation during the final weeks of the course. Instructors use this information as valuable feedback to enhance future iterations of the course. The course evaluation responses are aggregated and provided to instructors. Individual evaluations are not provided for instructor review.

The reports are made available to instructors after final grades have been posted. Student evaluations of the course are anonymous and will not affect student grades.

Undergraduate Academic Progress

I. TERMINOLOGY

- A. Admission Progression and Graduation Council – The APGC applies standards and procedures to each student’s overall academic performance and makes recommendations to the Associate Dean for Academic Affairs in accordance with this policy.
- B. Academic Probation – The assigned academic status that is given to a student who fails to demonstrate satisfactory academic standards and progress as detailed in this policy.
- C. Combination Grade Point Average (GPA) - The calculated GPA for all letter grade courses for which a student has been assigned a grade since matriculation into the CON. The Combination GPA includes all courses attempted and transferred to the CON on official university transcripts.
- D. Dismissal - Removal from the CON such that reapplication and readmission to the CON are necessary for a student to return.
- E. Good Academic Standing – A designation assigned to a student who meets the retention requirements as set forth in this policy.
- F. Matriculation- The initial enrollment for admission of a new student entering the CON.
- G. Satisfactory Final Course Grade Undergraduate - A course grade of “C” or better in a letter graded course/rotation or “S” in a Satisfactory/Unsatisfactory graded course/rotation. See Student Handbook for grading criteria in the Grading System Section.
- H. Term GPA – The calculated GPA for all letter grade courses enrolled in for a given term.
- I. Term – A predefined subdivision of the academic year used to organize the Course of Study and to periodically assess a student’s academic performance. The terms in the curriculum may not align with the terms of other OUHSC programs.
- J. Unsatisfactory Final Course Grade - A course grade of D, F, or U in a letter-graded course.

II. GPA CALCULATION AND REQUIREMENTS

A. Grades

Only courses assigned a letter grade of A, B, C, D, or F are used in calculation of a student's Term, OUHSC, Cumulative, and/or Combination GPA.

Satisfactory/Unsatisfactory graded courses are GPA neutral and are not used in the calculation of a student's GPA. More information about grading is available in the Handbook, Grading System Section.

B. Grading Scale:

- A (90-100) (4 grade points)
- B (80-89) (3 grade points)
- C (70-79) (2 grade points)
- D (60-69) (1 grade point, not passing)
- F (0-59) (0 grade points, not passing)

Any course in which the grade of a D or F is received does not count toward degree requirements.

C. Prerequisites

All prerequisites must be completed before matriculation in an undergraduate nursing program.

D. Undergraduate Program Tracks

Students cannot change from one undergraduate program track to another without meeting all admission and enrollment requirements for the new track and without the prior written approval of the Associate Dean for Academic Affairs.

E. Incomplete Grades

Student Handbook - Grading Regulations Relative to Incompletes:

<https://studenthandbook.ouhsc.edu/hbSections.aspx?ID=328>

F. Withdrawals and Drops

Student Handbook - Grading Regulations Relative to Withdrawals and Drops:

<https://studenthandbook.ouhsc.edu/hbSections.aspx?ID=328>

G. Licensure

Students in the RN-BSN, graduate, and professional programs must hold an unencumbered and current RN license while enrolled in coursework. The RN license must be within the state where clinical practicums are to be completed.

Students who begin a graduate or professional program prior to RN licensure are able to enroll in the first semester while waiting to sit for the NCLEX-RN. However, all students must be licensed before they are able to enroll in any subsequent semesters.

Students enrolled in the LPN to BSN program must have an active unencumbered LPN license before beginning any coursework.

If a student encounters license issues, faces disciplinary action from any state board of nursing, or loses their RN license while enrolled in the program, they must let program director know immediately. Failure to make timely notification is grounds for dismissal from the College.

III. ACADEMIC REQUIREMENTS

A. Undergraduate: Academic Progression and Retention Standards

The following standards are required of students for progression and retention in the CON:

1. Students shall comply with all University, College, and program policies, including the Student Professional Behavior in an Academic Program policy. Faculty Handbook:

<https://provost.ouhsc.edu/Portals/1037/assets/documents/Faculty%20Handbook/2024%20FH%20-%20BOR%20Approved%2003122024.pdf?ver=OgVXd2Q7ZScAb-E8Tdf-Mg%3d%3d>

2. Students must maintain a Term GPA of 2.0 (undergraduate) to be in Good Academic Standing.

3. The CON has determined that students must successfully complete (with satisfactory final course grades) all aspects of the program within six years of matriculation to the undergraduate program in accordance with the University of Oklahoma requirements: https://www.ou.edu/advising/majors_and_minors/reading_check_sheets.

See also the University of Oklahoma Health Sciences Student Handbook, Leave of Absence: <http://studenthandbook.ouhsc.edu/hbSections.aspx?ID=379>.

IV. ACADEMIC ACTIONS

The APGC and Student Affairs will monitor the academic progression of all students and make academic progression recommendations to Academic Affairs through the application of this policy to student academic performance.

A. Academic Retention

A student meeting the Academic Progression and Retention Standards in Section III A will be recommended for Academic Progression and Retention unless a compelling academic and/or professionalism deficiency is present.

B. Academic Probation

1. For the purposes of this policy, Academic Probation is the academic status assigned to a student who fails to meet academic standards and demonstrate satisfactory progress using criteria detailed in this section. Student Affairs and APGC monitor performance and make academic status recommendations to Academic Affairs at the completion of each term.

2. A student who is not on Academic Probation at the beginning of a term but whose Cumulative GPA at the end of that term is less than 2.0 (undergraduate) will be placed on Academic Probation by Student Affairs and APGC and will be allowed to enroll the subsequent term.

A student who has been placed on Academic Probation based on a Cumulative GPA of less than 2.0 (undergraduate) shall be recommended for continuation on Academic Probation provided they earn a Term GPA of 2.0 or higher.

A student who earns a subsequent Term GPA of less than 2.0 (undergraduate) while on Academic Probation shall be dismissed in accordance with the Oklahoma State Regents for Higher Education Policy, Institutional Admission and Retention:
<https://okhighered.org/wp-content/uploads/2023/12/2023-12-Policy-Chapter-3.pdf>.

A student on Academic Probation obtaining both a Term GPA of 2.0 (undergraduate) or greater the subsequent term and whose Cumulative GPA is 2.0 (undergraduate) or greater will be removed from Academic Probation.

3. Each student on Academic Probation will be evaluated by Student Affairs each term after final grades are available.

4. If a student's current GPA makes it mathematically impossible for the student to obtain a Cumulative GPA of 2.0 (undergraduate) or greater upon completion of all courses required for graduation, Student Affairs and APGC shall recommend to Academic Affairs that the student be dismissed from the program.

C. Dismissal

The following conditions will result in the APGC's recommendation to dismiss a student from the CON:

1. Failure to complete the program within the specified time frame, as specified in section III.A. above.
2. Failure to raise the Term GPA to 2.0 (undergraduate) as specified in section IV.B. above.
3. Failure to meet the minimum requirements for graduation imposed by the Program and University in the Student Handbook, Graduation Guidelines:
<https://studenthandbook.ouhsc.edu/hbSections.aspx?ID=401/>.

V. ACADEMIC APPEALS

The policy and procedures regarding academic appeals are detailed in the OUHSC Faculty Handbook. A student may seek guidance about academic policies and procedures from the College of Nursing Student Affairs and/or the OUHSC Vice Provost for Academic Affairs:

<https://provost.ouhsc.edu/Portals/1037/assets/documents/Faculty%20Handbook/2024%20FH%20-%20BOR%20Approved%2003122024.pdf?ver=OgVXd2Q7ZScAb-E8Tdf-Mg%3d%3d>.

Graduate Academic Progress

I. TERMINOLOGY

- A. Admission Progression and Graduation Council (APGC) – The APGC applies standards and procedures to each student’s overall academic performance and makes recommendations to the Associate Dean for Academic Affairs in accordance with this policy.
- B. Academic Probation – The assigned academic status that is given to a student who fails to demonstrate satisfactory academic standards and progress as detailed in this policy.
- C. Combination Grade Point Average (GPA) - The calculated GPA for all letter grade courses for which a student has been assigned a grade since matriculation into the CON. The Combination GPA includes all courses attempted and transferred to the CON on official university transcripts.
- D. Dismissal - Removal from the CON such that reapplication and readmission to the CON are necessary for a student to return.
- E. Good Academic Standing – A designation assigned to a student who meets the retention requirements as set forth in this policy.
- F. Matriculation- The initial enrollment for admission of a new student entering the CON.
- G. Satisfactory Final Course Grade Undergraduate and Graduate - A course grade of “C” or better in a letter graded course/rotation or “S” in a Satisfactory/Unsatisfactory graded course/rotation. See Student Handbook for grading criteria.
- H. Term GPA – The calculated GPA for all letter grade courses enrolled in for a given term.
- I. Term – A predefined subdivision of the academic year used to organize the Course of Study and to periodically assess a student’s academic performance. The terms in the curriculum may not align with the terms of other OUHSC programs.
- J. Unsatisfactory Final Course Grade - A course grade of D, F, or U in a letter-graded course.

II. GPA CALCULATION AND REQUIREMENTS

A. Grades

Only courses assigned a letter grade of A, B, C, D, or F are used in calculation of a student's Term, OUHSC, Cumulative, and/or Combination GPA.

Satisfactory/Unsatisfactory graded courses are GPA neutral and are not used in the calculation of a student's GPA. More information about grading is available in the Student Handbook, Grading System Section:

<https://studenthandbook.ouhsc.edu/hbSections.aspx?ID=328>.

B. Grading Scale:

- A (90-100) (4 grade points)
- B (80-89) (3 grade points)
- C (70-79) (2 grade points)
- D (60-69) (1 grade point, not passing)
- F (0-59) (0 grade points, not passing)

Any course in which the grade of a D or F is received does not count toward degree requirements.

C. Prerequisites

All prerequisites must be completed before matriculation in the nursing program.

D. Graduate Program Options

Students cannot change from one graduate program option to another without meeting all admission and enrollment requirements for the new track and without the prior written approval of the Associate Dean for Academic Affairs.

E. Incomplete Grades

Student Handbook - Grading Regulations Relative to Incompletes:

<https://studenthandbook.ouhsc.edu/hbSections.aspx?ID=328>

F. Withdrawals and Drops:

Student Handbook - Grading Regulations Relative to Withdrawals and Drops:

<https://studenthandbook.ouhsc.edu/hbSections.aspx?ID=328>

G. Licensure

Students in the RN-BSN, graduate and professional programs must hold an unencumbered and current RN license while enrolled in coursework. The RN license must be within the state where clinical practicums are to be completed.

Students who begin a graduate or professional program prior to RN licensure are able to enroll in the first semester while waiting to sit for the NCLEX-RN. However, all students must be licensed before they are able to enroll in any subsequent semesters.

Students enrolled in the LPN to BSN program must have an active unencumbered LPN license before beginning any coursework.

If a student encounters license issues, faces disciplinary action from any state board of nursing, or loses their RN license while enrolled in the program, they must let program director know immediately. Failure to make timely notification is grounds for dismissal from the College.

III. ACADEMIC REQUIREMENTS

A. Graduate: Academic Progression and Retention Standards

The following standards are required of students for progression and retention in the CON:

1. Students shall comply with all University, College, and program policies, including the Student Professional Behavior in an Academic Program policy. Faculty Handbook: <https://provost.ouhsc.edu/Portals/1037/assets/documents/Faculty%20Handbook/2024%20FH%20-%20BOR%20Approved%2003122024.pdf?ver=OgVXd2Q7ZScAb-E8Tdf-Mg%3d%3d>

2. In the College of Nursing, master's students must successfully complete (with satisfactory final course grades) all aspects of the program within six years of matriculation to the graduate program in accordance with the University of Oklahoma Health Sciences Graduate College Bulletin (Time Limits for Completing Master's Degrees): <https://graduatecollegebulletin.ouhsc.edu/hbSections.aspx?ID=489>

3. In the College of Nursing, doctoral students must successfully complete (with satisfactory final course grades) all aspects of the program within five years of matriculation to the graduate program in accordance with the University of Oklahoma Health Sciences Graduate College Bulletin (Time Limits for Completing Doctoral Degree): <https://graduatecollegebulletin.ouhsc.edu/hbSections.aspx?ID=644>

See also the University of Oklahoma Health Sciences Student Handbook, Leave of Absence: <http://studenthandbook.ouhsc.edu/hbSections.aspx?ID=379>.

IV. ACADEMIC ACTIONS

The APGC and Student Affairs will monitor the academic progression of all students and make academic progression recommendations to Academic Affairs through the application of this policy to student academic performance.

A. Academic Retention

A student meeting the Academic Progression and Retention Standards in section III.A. will be recommended for Academic Progression and Retention unless a compelling academic and/or professionalism deficiency is present.

B. Academic Probation

1. For the purposes of this policy, Academic Probation is the academic status assigned to a student who fails to meet academic standards and demonstrate satisfactory progress using criteria detailed in this policy section. Student Affairs and APGC monitor performance and make academic status recommendations to Academic Affairs at the completion of each term.

2. Academic Probation for Graduate Students: Academic Probation from OUHSC Graduate Bulletin: <https://graduatecollegebulletin.ouhsc.edu/hbSections.aspx?ID=594>

3. Each student on Academic Probation will be evaluated by Student Affairs each term after final grades are available.

4. If a student's GPA makes it mathematically impossible for the student to obtain a Cumulative Graduate GPA of 3.0 or greater upon completion of all courses required for graduation, Student Affairs and APGC shall recommend to Academic Affairs that the student be dismissed from the program.

C. Dismissal

The following conditions will result in the APGC's recommendation to dismiss a student from the CON:

Failure to complete the program within the specified time frame, as specified in section III.A.2. above.

Failure to raise the Term Graduate GPA to 3.0 as specified in IV.B. above.

Failure to meet the minimum requirements for graduation imposed by the Program and University in the Student Handbook, Graduation Guidelines: <https://studenthandbook.ouhsc.edu/hbSections.aspx?ID=401/>.

V. ACADEMIC APPEALS

The policy and procedures regarding academic appeals are detailed in the OUHSC Faculty Handbook. A student may seek guidance about academic policies and procedures from the College of Nursing Student Affairs and/or the OUHSC Vice Provost for Academic Affairs:

<https://provost.ouhsc.edu/Portals/1037/assets/documents/Faculty%20Handbook/2024%20FH%20-%20BOR%20Approved%2003122024.pdf?ver=OgVXd2Q7ZScAb-E8Tdf-Mg%3d%3d>.

Additional Policies:

Changes in Student Name or Address

Forms may be obtained here: <https://admissions.ouhsc.edu/Current-Students/Forms>.

Computer Requirements

Laptop Encryption requirements can be found here:

<https://itsupport.ou.edu/TDCClient/30/Unified/KB/ArticleDet?ID=3016>.

Computer specification requirements can be found here:

<https://ou.edu/ouit/hscstudevice>.

Information about the Acceptable Use of Information Systems at OUHSC can be found here:

<https://it.ouhsc.edu/policies/AcceptableUse.asp>.

Final Examinations

Information about final examinations can be found in the Academic Calendar:

<https://admissions.ouhsc.edu/Academic-Calendar>.

Financial Aid and Scholarships

Information about financial aid and scholarships can be found here:

<https://financialservices.ouhsc.edu/Departments/Student-Financial-Aid>.

Parking

Information about OUHSC parking can be found here for the Oklahoma City learning site: <https://parking.ouhsc.edu/>. Parking at the Lawton learning site is at Cameron University: <https://www.cameron.edu/ops/parkingregulations>. Parking is available at Duncan Regional Hospital for the Duncan learning site. Parking is available at Norman Regional Hospital for the Norman learning site. Parking for the Tulsa learning site is at OU Tulsa at the Schusterman Center: <https://www.ou.edu/tulsa/police/parking>.

Pets on Campus

The Pets on Campus information can be found here:

<https://www.ouhsc.edu/police/Important-Links/Animals-on-OUHSC-Property>.

Protecting and Safeguarding Protected Health Information (PHI)

The policy regarding PHI is available here: <https://apps.ouhsc.edu/hipaa/>.

Youth Protection Policy

The Youth Protection Policy can be found here: <https://risk.ouhsc.edu/Youth-Protection/1000>.