



Department of Nursing
Policy #003

Dismissal of Students from the BSN Program

Status:	Initiated 2017-06-01 Revised 2020-12-04, 2019-08-01
Effective:	2023-08-11
Initiated by:	Admission, Progression, Retention, and Graduation Committee
WAC:	WAC 246-840-519, WAC 246-840-700, WAC 246-840-710

Purpose

The purpose of this policy is to provide guidelines to the administration, faculty and staff for student academic or disciplinary dismissal from the BSN Program in the Department of Nursing.

Suspension:

Most commonly (unless an incident occurs during a school break), a student will be suspended from the clinical setting or from the BSN program, before a student is reviewed for potential dismissal by APRG.

The different types of suspensions are covered in the “Progression” policy.

Disciplinary Dismissal may result from the following:

1. Violation of the Heritage University Code of Conduct.
2. Violation of Washington State Nursing Care Quality Assurance Commission (NCQAC), Washington Administrative Code (*WAC 246-840-700*), *Standards for nursing conduct and practice*.
3. Unsafe, unethical, illegal or unprofessional behavior in violation of National Student Nurses Association (NSNA) *Code of Academic and Clinical Conduct* (2017) or the American Nurses Association (ANA) *Code of Ethics with Interpretive Statements* (2015).
4. Violations of the *Health Insurance Portability and Accountability Act (HIPAA)*; Pub.L. 104–191, 110 Stat. 1936) (1996).

Academic Reasons for Dismissal

Consistent with Policy #008 – Progression, academic dismissal may result from failure to remain in good academic standing in the BSN program.

As stated in the grading and progression policies, an academic failure results from achieving a grade lower than 80% (B-), a grade of “No Pass” in a “Pass/No Pass” course, or a recorded “withdrawal (“WX” or “WA”). If a grade of 80% (B-) is not achieved in a required nursing course, that course must be repeated before the student will be permitted to fully progress to the next

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academic term within the program. Students may repeat a course only once following academic failure. If the student fails to achieve a grade of 80% or "Pass" (in a Pass/No Pass course) a second time, the student will be dismissed from the program. An academic failure in two or more courses required for the BSN degree will result in academic suspension and may result in dismissal from the program.

Students that are not making progress toward the BSN degree by currently taking and/or completing a course required for the BSN degree for more than one year will be dismissed from the BSN Program.

Student and Faculty Notification of Suspension:

As stated in the progression policy, the BSN Program Director confers with the Chair of the Department of Nursing and then notifies, in writing (official letter) the student, student advisor, current course head(s) (if *during* a term), and APRG Committee Chairperson of the students disciplinary or academic suspension.

Then, the Chairperson of APRG has the authority and responsibility to determine the next course of action:

1. Reinstate the student temporarily, pending an investigation
2. Uphold a suspension, pending an investigation
3. Receive additional information from the student, clinical supervisor, course head, BSN program director, Chair of the Nursing Department, Registrar, and Provost.
4. Call the APRG committee to meet to consider reinstatement, continued suspension, or dismissal from the program.

A student may also be suspended or dismissed from Heritage University. The relevant sections in the Catalog can be found here in the Heritage University catalog:

- Academic Warning, Probation and Suspension
- Academic Honesty Policy
- Academic Grievance Process

Students suspended from Heritage University will likewise be suspended from the BSN Program and students dismissed from HU will likewise be dismissed from the BSN Program.

Voluntary withdrawal and compassionate leave:

The Progression Policy addresses voluntary withdrawal and compassionate leave from the BSN Program.

If more than one year passes, without the student making progress toward the BSN Degree, then the student will be dismissed from the program [Nursing Policy #003 Dismissal of Students from the BSN Program].

In all situations, neither progression nor readmission to the program is guaranteed.

The BSN Student has the right to:

1. Request to meet with the course head, program director, department chair, and/or the APRG committee.

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2. Appeal a grade. See the nursing Department grade appeal and academic grievance (Policy 006); the Heritage University grievance procedure is explained in the Heritage University Student Handbook.
3. File a formal or informal complaint (Policy 041 – Formal and Informal Complaint)
4. Proceed through the Heritage University Academic Honesty Review Process (if the suspension or dismissal is due to an allegation of academic dishonesty).

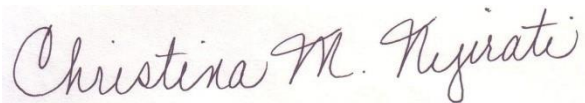
Appeals

1. Dismissals due to alleged violations of the Heritage University Code of Conduct will be adjudicated through the procedures described in the Heritage University Student Code of Conduct and Disciplinary Action.
2. Issues of Academic Honesty follow the University Academic Honesty Procedure which first includes the intradepartmental nursing procedure, including the use of the Academic Honesty Form, and then potentially the Heritage University Academic Honesty Procedure.
3. Following a decision of dismissal from the BSN Program or from Heritage University the student has the right to appeal following the Heritage University Student Rights and Responsibilities policy.

See also:

Heritage University Catalog sections on:

- Academic Honesty Policy
- Academic Grievance Policy



Signature: _____

References:

American Nurses Association. (2015). *Code of ethics for nurses with interpretive statements*. American Nurses Association.

Health Insurance Portability and Accountability Act (HIPAA); Pub.L. 104–191, 110 Stat. 1936 (1996).

National Student Nurses Association. (2017). *Code of academic and clinical conduct*. Retrieved from <https://www.dropbox.com/s/a229ong58d5jx4p/Code%20of%20Ethics.pdf?dl=0>