

III-1.044 Probation, Suspension, and Appeal of Suspension in Health Programs

Students in health programs will maintain a grade no lower than “C” in each course with a prefix of BIO, CHM, DEN, EMS, MED, NUR, PHY, PTA, and SRG.

There will be no probation status for students in the Associate Degree Nursing Program, the Dental Hygiene Program, or the Physical Therapist Assistant Program. In these programs, a grade of “D” in any of the identified courses results in automatic suspension.

Health program students making a grade of “F” in any health or health related course will be suspended from the program at the end of the term in which the “F” occurs. Health program students who are not eligible to continue at clinical sites may be suspended.

Students in the Associate Degree Nursing or Licensed Practical Nursing Diploma Programs who make a “D” or an “F” in a NUR or BIO prefixed course will be suspended from the Nursing Program.

Students in the Physical Therapist Assistant Program who make a “D” or an “F” in a PTA, BIO, or PHY prefixed course will be suspended from the Physical Therapist Assistant Program.

Students in the Dental Hygiene Program who make a “D” or “F” in a course with the prefix DEN will be suspended from the Dental Hygiene Program.

Students in the Emergency Medical Science program (EMS) must earn a final grade of “C” or better in EMS 110 to be eligible to sit for the State EMT Exam. Students earning less than a “C” in EMS 110 will be suspended from the EMS program.

A student enrolled in selected health programs (Dental Assisting, Emergency Medical Science, Surgical Technology, and Medical Assisting) who earns a grade of “D” in a course with one of the above listed prefixes, will be placed automatically on academic probation. Health students with one “D” in these programs will remain on probation until graduation from the program.

Health program students making a second grade of “D” in any health or health-related course (see list above) shall be suspended from their programs at the end of the semester in which the second “D” occurs.

Students on academic suspension have the right to appeal.

Procedure:

1. The Department Chairs in the health programs will notify the students who are to be placed on academic probation at the end of each academic semester. The probation will be based on individual instructor grade reports and the policy concerning probation for health program students.
2. The respective Department Chairs in the health programs of students who are academically suspended each semester will notify the appropriate Division Chair.
3. A student may appeal an academic suspension to the appropriate Division Chair prior to the last day to add classes for the semester in which the suspension takes effect. During the appeal process the student may register and attend classes until the final disposition of the appeal.
4. To appeal the decision, the student must complete the Academic Suspension Form and submit it to the Division Chair. The Division Chair will review pertinent records, such as the student's transcript, and may consult with faculty, counselors, the student involved, and others who can aid in the review process and will make a decision within five school days after receiving the appeal.
5. The Division Chair will render one of the following two decisions:
 - a) Lift the suspension with or without provisions. All provisions will be monitored by the Department Chair; or
 - b) Let the suspension stand.

6. The Division Chair will notify the suspended student of the decision in writing within five school days.
7. Once the decision has been communicated to the student, the Division Chair will notify the Department, the Dean of Enrollment Services, Financial Aid, and the Veterans Office. There is no further appeal beyond the Division Chair.
8. Students who register while appealing their suspensions will be required to pay normal tuition and fees. If an appeal is denied, the student will be entitled to a full refund of tuition and fees.

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