

**UNIVERSITY OF PITTSBURGH  
SCHOOL OF NURSING**

**ACADEMIC POLICIES AND PROCEDURES FOR THE  
UNDERGRADUATE PROGRAM**

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**TITLE OF POLICY:**                   **ACCEPTABLE ACADEMIC STATUS AND PERFORMANCE,  
REPEATING COURSES AND WARNING, PROBATION AND DISMISSAL:  
UNDERGRADUATE STUDENTS**

**ORIGINAL DATE:**                   **JUNE 1, 1994**

**LAST REVIEWED/REVISED:**   **DECEMBER 2022**

**POLICY:**

Academic Status

Students should maintain a cumulative grade point average (GPA) of 2.00 ("C" average) or better throughout the program.

Assessment of acceptable academic status for students who transferred into the School of Nursing is based on credits which have been earned at the University of Pittsburgh and designated as counting towards the degree. All courses taken after enrollment in the School of Nursing will be considered as counting toward the degree and will be included in the calculation of the cumulative GPA. When a student repeats a course at the University of Pittsburgh, the initial grade is crossed off on the transcript and Academic Record. Although the initial grade remains visible, the grade is no longer computed into the cumulative GPA. The new grade, even if it is lower, is recorded and used to compute the new cumulative GPA.

The term and cumulative GPAs will be reviewed at the end of each term for full-time students and at the end of each block of 12 credits for part time students. "G" grades will be counted in determining the number of credits attempted; "W" and "R" grades will not be counted.

Acceptable Academic Achievement in Specific Courses

A grade below "C" is not acceptable in all courses with the prefix NUR and the following courses:

**Oakland Campus**

CHEM 0910 Chemistry for the Health Professions

**Johnstown Campus**

BIO 0950	Anatomy & Physiology 1
BIO 0970	Anatomy & Physiology 2
BIO 0980	Medical Microbiology Lecture
BIO 0981	Medical Microbiology Laboratory
CHEM 0190	Chemistry for Health Professionals Lecture
CHEM 0192	Chemistry for Health Professionals Laboratory

**Greensburg Campus**

CHEM 0910	Chemistry for the Health Professionals
BIOSC 0950/0951	Anatomy and Physiology 1 and Lab
BIOSC 0970/0971	Anatomy and Physiology 2 and Lab
Lab BIOSC 0980/0981	Medical Microbiology and Lab

If a grade earned is below "C", the course must be repeated.

### Course Repeat

A student who earns a non-passing grade in any required NUR course and any of the following courses for the second time will be dismissed from the School of Nursing:

#### **Oakland Campus**

CHEM 0910

#### **Johnstown Campus**

BIO 0950	Anatomy & Physiology 1
BIO 0970	Anatomy & Physiology 2
BIO 0980	Medical Microbiology Lecture
BIO 0981	Medical Microbiology Laboratory
CHEN 0190	Chemistry for Health Professionals Lecture
CHEM 0192	Chemistry for Health Professionals Laboratory

#### **Greensburg Campus**

CHEM 0910	Chemistry for the Health Professionals
BIOSC 0950/0951	Anatomy and Physiology 1 and Lab
BIOSC 0970/0971	Anatomy and Physiology 2 and Lab
BIOSC 0980/0981	Medical Microbiology and Lab

A non-passing grade earned in any course in the School of Nursing may not be removed by re-examination or by writing a paper. A student may remove a non-passing grade from the transcript only by repeating the course at the University of Pittsburgh.

A student who received a non-passing grade in a course that is prerequisite to other courses may not attend classes in subsequent courses until prerequisite requirements are met.

The student may satisfy prerequisite requirements by achieving a B or better grade in an equivalent course from another college. If the equivalent course is to be taken at another college, it must be approved in advance by the appropriate faculty member and designee in Student Affairs and Alumni Relations (SAAR).

A student may elect to retake a course to increase knowledge, provided class space is available.

### Warning

A student whose term GPA is 2.0 will receive a letter of warning except when term GPA is below 1.5. (See second paragraph under Academic Probation).

There may be an unlimited number of warnings for term GPA's. However, the cumulative must remain a 2.0 or greater.

### Academic Probation

After attempting 12 credits, a student whose cumulative GPA falls below 2.0 will be placed on academic probation.

Any student whose term GPA (for a full time term or block of 12 credits) falls below 1.5 will be placed on academic probation.

A student may be on probation no more than two terms throughout the academic program.

To remove the student from probation, the cumulative GPA must be at least 2.0 after attempting 12 additional credits.

### Dismissal

After being on academic probation twice, a student whose cumulative GPA is not at least 2.0 will be dismissed.

When an unacceptable grade is earned for a second time in a course specified above or in an equivalent course, the student will be dismissed.

A student may not repeat more than two courses listed above . When an unacceptable grade is earned in a third course, the student will be dismissed.

A student who exhibits a pattern of unsafe or incompetent clinical practice in more than one clinical course as identified by the clinical instructor may be dismissed from the School of Nursing.

A student may be placed on probation or may be dismissed for illegal or unethical professional conduct. The student shall be referred to the University Guidelines on Academic integrity for appropriate procedures for adjudication.

#### **PROCEDURE:**

1. Course grades and the term GPA will be reviewed at the end of each term by Associate Dean for Student Affairs and Alumni Relations (SAAR) or designee.
2. Students receiving an academic warning or notice of probation will be notified by SAAR, through e-mail, with a recommendation that they seek guidance from their advisor. The e-mail, signed by the Director of Advisement, is copied to the student's academic advisor.
3. When a student is placed on probation, the advisor meets with the student to determine what courses the student may be allowed to enroll for or remain in if they are already enrolled. The decision must be made before the add/drop period in case the student needs to drop or add courses.
4. Students on academic probation who achieve a cumulative GPA of 2.0 or above after completion of twelve (12) additional credits will be removed from probation and will be notified by SAAR. A copy of the e-mail will also be sent to student's advisor.
5. A student who (1) has been on probation and subsequently does not maintain a cumulative GPA of 2.0 or above, (2) fails more than two courses (earning lower than a C in any required course or (3) fails any course twice (earning lower than a C in any required course) will be notified of dismissal from the School by the Associate Dean for SAAR.
6. When extenuating circumstances exist the student may request permission to continue in the program by writing to the Associate Dean for SAAR with a copy to their academic advisor. The request must describe the extenuating circumstances and include a plan to address the reason(s) for dismissal.
  - a. If the request is approved by the Associate Dean for SAAR, they submit the request with a supporting letter to the Associate Dean for Undergraduate Education. The Associate Dean for Undergraduate Education, in consultation with the Associate Dean for SAAR, determines the time period that the student will be given to demonstrate acceptable academic performance and the requirements that must be met and notifies (in writing) the student.
  - b. If the request is not supported by the Associate Dean for SAAR, the student may appeal the decision by filing a written appeal to the Associate Dean for Undergraduate Education with a copy to the Associate Dean for SAAR.
  - c. The Associate Dean for Undergraduate Education will convene an ad hoc committee comprised of members of the Academic Issues Hearing Board. The ad hoc committee will be comprised of 3 faculty members. The ad hoc committee will meet with the BSN Program Director and the student's advisor to discuss the basis for the dismissal. The committee may also elect to meet with the student.
  - d. The ad hoc committee will send its recommendations to the School of Nursing Dean, who will approve or reverse the Associate Dean for Undergraduate Education's decision to dismiss the student. The School of Nursing Dean's decision is final and this appeal exhausts all appeals available to the student.

Approved by Undergraduate Faculty Organization: 5/90, 00-01

Revised 93-94, 00-01, 03-04, 07-08, 18-19

Revisions Approved by Total Faculty Organization: 93-94, 00-01, 07-08, 09-10, 1/16, 2/19, 12/22