

Student Academic Progress – Baton Rouge General School of Nursing

Federal regulations require all students receiving Federal Title IV Financial Aid funds maintain standards of Student Academic Progress (SAP) of all enrolled students (full-time, part-time, and LPN Advanced Mobility Program) at the end of each semester in accordance with Federal Guidelines and to notify students in the event they are not meeting SAP requirements. The requirements apply to all students as one determinant of eligibility for financial aid necessary for graduation.

DEFINITIONS:

- a. **Credit Hours** – All courses within the program of study are measured in credit hours. Clock hours for courses establish credit hours and are a mathematical summarization of all work completed based on the Carnegie Unit system with credits assigned per course within a 3- semester curriculum. 16 hours of didactic instruction = 1 credit hour; 48 hours of clinical instruction = 1 credit hour.
- b. **Clinical Failure** – Student who fails clinical will result in the student achieving a maximum numerical grade of “D”
- c. **Withdrawal with Posted Grade** – Student who withdraws from a course(s) and is currently passing the course. Course average is calculated for posting of grade at the time of withdrawal.
- d. **Withdrawal Failing** – Student who withdraws from a course(s) and is currently failing the course. If student has failed the course academically and is an automatic withdrawal from the program. The Admissions Committee can determine to allow the student to re-enroll into the next cohort.
- e. **Termination** – student has failed two courses resulting in permanent termination and not allowed to re-apply to the BRG School of Nursing.
- f. **Attempted Credit Hours** – Financial aid eligibility can be re-established after the student improves their academic record to meet the minimum standards required by the SAP Policy, without the assistance of financial aid funds. Similarly, financial aid eligibility can be re-established by successfully appealing your suspension.
- g. **Cumulative Grade Point Average (GPA)** – GPA computed on all hours attempted including repeated courses and any transfer work accepted by BRGSON from another accredited diploma nursing program.
- h. **Full Time Student** – student enrolled in a minimum of 12 credit hours during a semester.
- i. **Part Time Student** – student enrolled in less than 12 credit hours
- j. **LPN Advanced Mobility Program** – LPN student who is enrolled but has tested out of Level 1 courses and enters Level 2 courses as a full-time student.

Qualitative Aspects of Student’s Academic Standing

- 1) BRG School of Nursing defines the acceptable qualitative (quality point average or GPA) standard of SAP as a minimum QPA of 2.0 (“C” or better) and satisfactory clinical evaluation.
 - a. All passing grades will be considered credits attempted and earned toward the overall QPA
 - b. All failing grades will be considered credits attempted toward the overall QPA
 - c. One failed grade will result in withdrawal from the program with permissible re-entry within the next cohort pending Admissions Committee approval or within a one-year timeframe. Exception: In semesters where the student is enrolled in 2 courses with one failed grade, student may remain enrolled in other course until completion and then withdrawal.

- i. If the student does not re-enroll within the one-year timeframe, the student will need to re-apply to the program. A previous failure and GPA will carry over into the next admission process.
 - d. Transfer credits are only accepted from another accredited diploma nursing program and if all criteria are met for acceptance of transfers credit hours, it will be counted as both attempted and completed hours.
- 2) If a clinical failure occurs within the semester, the student has the option of completing the remaining course(s); the student will not be permitted to remain in the failed course.
 - a. The student will remain enrolled unless the student conveys to the Director the intent to withdraw within 24 hours of learning of the failure.
 - 3) Upon re-enrollment into the program, the student is counseled on an academic plan and is placed on Satisfactory Academic Progress (SAP) Warning for one semester if the returning QPA is under 2.0.
 - 4) If the student is unsuccessful in bringing the QPA to 2.0 or higher, the student will be placed on Satisfactory Academic Progress (SAP) Not Met status.
 - a. A second failed grade during the program will result in permanent termination from the program with no permissible re-enrollment.
 - 5) Students who are unsuccessful in a course are required to meet with the Nursing Program Coordinator prior to re-enrolling into the nursing program to discuss an individualized plan including remediation and support related to their academic and personal needs.
 - 6) Students who are unsuccessful in completing the NURS 336 course will be permitted to repeat the course the next time it is offered per Director approval.
 - 7) Students failing to meet Satisfactory Academic (SAP) progress will be notified in writing of their academic probation. Financial aid and academic counseling will be planned.

Grading Policy, Quality Points and Grade Point Averages

- 1) All students need to achieve at least a “C” rating to successfully pass a nursing course and achieve a “Pass” rating in any clinical laboratory or clinical rotation associated with the course. Students with a final grade of less than a “C”, and/or a “Fail” rating in clinical laboratory or clinical rotation will receive a failure for the course.
- 2) In all nursing courses, a minimum grade of “C” is equal to 79.5% of the total course points which is rounded to 80%.

Quality Point Index

Grade	Quality Points or Credit Hour	BRG School of Nursing Percentage Range
A		100-92.5%
B		92.49-86.5%
C		86.49-79.5%
D		79.49-72.5%
F		Below 72.49%
WF (Withdrawal Failing)	0	Quality Points Attempted but None Earned- affects QPA
Clinical Failure	0	Quality Points Attempted but None Earned –affects QPA
WP (Withdrawal with Posted Grade)	0	No Quality Points Earned and No Quality Points Attempted – does not affect QPA

Quantitative Aspects of Student Academic Progress

- 1) BRG School of Nursing defines the acceptable quantitative (pace) standard of Satisfactory Academic Progress (SAP) as the assurance that a student is progressing through the program within the maximum allotted timeframe.
 - a. The pace of completion is calculated by dividing the total number of hours the student has successfully completed by the total number of hours the student has attempted. The required pace is 100%.
 - b. The maximum timeframe to complete all requirements for graduation is within one and a half time the length of the academic program (150%).
- 2) Any student not completing all credits attempted in a given semester is not achieving Satisfactory Academic Progress (SAP).
 - a. Upon re-enrollment, the student is counseled on an academic plan and is placed on Satisfactory Academic Progress (SAP) Warning for one semester. No other action is required by the student. This warning will last for one semester only during which the student may continue to receive eligible Title IV funds. Satisfactory Academic Progress (SAP) will be evaluated at the end of the semester.
 - b. If satisfactory academic progress has not been met while on Satisfactory Academic Progress (SAP) Warning, the student will lose all eligibility for Title IV funds. Students will remain on this status until satisfactory academic progress has been met at which time eligibility for Title IV funds will be reinstated.
 - c. If the students does not complete all credits attempted in the semester while on Satisfactory Academic Progress (SAP) Warning, the student will be placed on Satisfactory Academic Progress (SAP) Not Met and will be terminated from the program and unable to return to BRG School of Nursing.

Appeals

- 1) A student may appeal the loss of financial aid eligibility if extenuating circumstances interfered with the ability to meet satisfactory academic progress standards. In order to appeal the loss of financial aid eligibility, the student must submit an appeal form explaining the extenuating circumstances that resulted in the lack of academic progress and documentation to support extenuating circumstances and what has changed in the student's situation that will allow them to meet SAP requirements at the next SAP evaluation.
- 2) Circumstances must meet one of the following criteria:
 - a. Prolonged illness, medical condition, or injury to student or immediate family member
 - b. Death of an immediate family member
 - c. Extenuating circumstances beyond the student's control
- 3) Documentation required may include:
 - a. Physician's letters and hospital records (including dates of illness and recovery time)
 - b. Death certificate or obituary
 - c. Court or police documents
 - d. Letters from third party professionals on his/her letterhead
- 4) A student who appeals their loss of eligibility and has their eligibility reinstated will be on probation for one payment period during which a student may continue to receive FSA funds. Established conditions may be included.
 - a. Students who fail to make SAP or met the established conditions at the end of the probation period will lose their eligibility.