

Palomar Community College
Nursing Education Department
Readmission Policy



Palomar College
Nursing Education Program Readmission Policy and Procedure

The following information pertains to former nursing students who wish to gain readmission to the program. A student who has academically been dismissed or who has withdrawn from the nursing program may apply for readmission based upon the following policy.

Procedure

If a student is unsuccessful in completing a course, or withdraws for any reason, the following procedure for readmission is required. Failure to follow this procedure will make the student ineligible for readmission.

- The student must notify the instructor immediately of the intent to withdraw.
- Students who do not successfully complete N117, N118, N217, or N218 of the nursing program meet with the course instructor(s) to initiate the exit process. The instructor(s) complete(s) the exit form and provides the student and Career Technical Program Specialist (CTPS) with a copy at the time of dismissal.

Policy

- Successful completion of the course is defined as passing all components of the course (theory, lab and clinical).
- Students who do not successfully complete any course in the nursing program may be eligible for a one-time readmission to the program.

Absence

- If a student in the second, third, or fourth semester initially accepts a seat in the program, but does not register, attend class, or withdraws before the semester begins, the student forfeits their seat for that semester.
 - This is considered an attempt, and the student will only be allowed one readmission into the program.
- Students entering the program in the first semester who accept a seat but do not register, attend class, or withdraw before the semester begins forfeit their seat for that semester and will need to reapply to enter the program.

Course Failure

Students who have one course failure and are eligible to return may complete the following courses:

- A student who does not successfully complete N117 during the semester may continue in N103. If a student is unsuccessful in N117, the student will be required to sit out one semester to complete a remediation plan, which, will be provided to the student upon exit.
- A student who does not successfully complete N118, N217, or N218 during the semester may continue N203.

Students who have one course failure as a result of conduct or safety reasons may be deemed ineligible for re-entry following faculty review.

Withdrawals

- If a student leaves for medical reasons, they must provide a letter from their medical provider upon exiting the program stating that they are unable to continue in the program until medically cleared to return. The student must then provide a medical clearance at least 4 weeks prior to the start of the semester for readmission. A medical withdraw does not count as a failed attempt and the student will be allowed to re-enter when medically cleared on a space available basis.
- If a student withdraws from the nursing program, the student must notify the instructor immediately. If the student does not attend per the attendance policy this is considered a failure of the course. If a student withdraws from the course, the student forfeits their seat for that semester and will only be allowed one readmission into the program.
- A student on the readmission list who is offered readmission into the program is expected to accept the open space at that time. If a student requests to defer, readmission is subject to faculty review, approval, and seat availability. If more than two semesters have elapsed since the last nursing course was taken, the student becomes ineligible and forfeits their one-time readmission into the program, unless the delay was due to the lack of seat availability in the course.

The student must submit a written intent to return to the CTPS within 10 business days of exiting the program in order to be placed on the readmission list.

Students will meet with the course instructor(s) during the first week of the semester following reentry into the program to devise a plan for success.