

TO: Spring 2026 Curriculum Committee

FROM: Prof. Joan Zaloom, Chair, Department of Nursing

DATE: 9/10/2026

RE: Change in Retention Criteria for the A.A.S. Nursing

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The Department of Nursing is proposing the following changes in Retention Criteria:

- Item #4 regarding the grading policy for NUR 1700 - Calculations for Medication Administration.
- Addition of item #7 related to deferral of enrollment for one (1) semester.

**Change:**

**FROM:**

Retention Criteria

Criteria for retention in the Nursing Program mandates that students:

1. Earn a minimum of a “C” grade in every required Nursing and corequisite course inclusive of BIO 1200, BIO 5100, ENG 2400, and PSY 3200.
2. Students who achieve a “C-” grade in a required clinical nursing course may apply to repeat the course one time only in the semester immediately following, subject to space availability. The minimum grade for clinical courses that are repeated is a “B-”. The “Intent to Return to Nursing Course” form is available on the KCC Nursing Department website under “Forms”. This must be completed with a plan of success that demonstrates significant changes in how the course material will be mastered when repeated. Only one required nursing course may be repeated.
3. Students who enter NUR 1700 and NUR 1800 or NUR 1000 must complete the Nursing program within four years from the date of entry into these courses. Any student who has not attended nursing courses for two or more consecutive semesters cannot be readmitted into the Nursing Program unless qualifying examinations have been passed in the required nursing courses previously completed successfully. Qualifying examinations may be repeated only once.
4. Students must achieve a grade of “B” in order to pass NUR 1700. Students in NUR 1700 who achieve a failing grade of no less than “C-” may repeat the course one time only after submitting an “Intent to Return Form.”
5. Students in the clinical component can only appeal the retention criteria one time.
6. Students in the clinical component can only withdraw once and must be passing to do so.

**TO:**

Retention Criteria

Criteria for retention in the Nursing Program mandates that students:

1. Earn a minimum of a “C” grade in every required Nursing and corequisite course inclusive of BIO 1200, BIO 5100, ENG 2400, and PSY 3200.

2. Students who achieve a “C-” grade in a required clinical nursing course may apply to repeat the course one time only in the semester immediately following, subject to space availability. The minimum grade for clinical courses that are repeated is a “B-”. The “Intent to Return to Nursing Course” form is available on the KCC Nursing Department website under “Forms”. This must be completed with a plan of success that demonstrates significant changes in how the course material will be mastered when repeated. Only one required nursing course may be repeated.
3. Students who enter NUR 1700 and NUR 1800 or NUR 1000 must complete the Nursing program within four years from the date of entry into these courses. Any student who has not attended nursing courses for two or more consecutive semesters cannot be readmitted into the Nursing Program unless qualifying examinations have been passed in the required nursing courses previously completed successfully. Qualifying examinations may be repeated only once.
4. Students must achieve a grade of “B” in order to pass NUR 1700. Students in NUR 1700 who achieve a failing grade of no less than “C-” may repeat the course one time only after submitting an “Intent to Return Form.” **Students who receive a grade of “D+” or below are dismissed from the program.**
5. Students in the clinical component can only appeal the retention criteria one time.
6. Students in the clinical component can only withdraw once and must be passing to do so.
7. **Students in the clinical component are limited to a single, one-time deferral of one (1) semester during their program enrollment. The deferral requires approval from the Nursing Department Chair.**

#### **Rationale for Change:**

The additional language for item #4 under the Retention Criteria provides clarity to the grading policy for NUR 1700.

The addition of item #7 - one-time deferral for students enrolled in the clinical component, addresses the fact that clinical courses require continuous, scaffolded skill application to ensure student competency and patient safety. Including a one-semester limit on clinical deferrals within the Retention Criteria establishes clear parameters for remaining in good standing, mitigates clinical skill decay, and protects clinical site placement capacity while remaining compliant with accreditation standards for timely program completion. To meet ACEN accreditation standards for program completion, students are expected to complete the program within four years from the time of admission. Multiple deferrals directly affect these required completion metrics.