



SCHOOL OF NURSING FALL 2018 – SUMMER 2019

Undergraduate Program Student Handbook Accelerated Second Degree (ASD) BSN, Basic–BSN, and BSN Degree Completion Sequence for Registered Nurses

SON website: <http://www.oakland.edu/nursing>



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Glossary

AACN	American Association of Colleges of Nursing
ACE	Alliance for Clinical Experience
AGNP	Adult Gerontological Nurse Practitioner
ANA	American Nurses Association
APA	American Psychological Association
APRN	Advanced Practice Registered Nurse
ASD	Accelerated Second Degree
ATI	Assessment Technologies Institute
BLS	Basic Life Support
BSN	Bachelors of Science in Nursing
CCNE	Commission on Collegiate Nursing Education
CNP	Certified Nurse Practitioner
CNS	Clinical Nurse Specialist
COA	Council on Accreditation
CRNA	Certified Registered Nurse Anesthetist
DNP	Doctor of Nursing Practice
FNP	Family Nurse Practitioner
FOR	Faculty of Record
IRB	Institutional Review Board
MAE	Medication Administration Examination
MARC	Medication Administration Remediation Course
MSN	Master of Science in Nursing
NCLEX-RN	National Council Licensure Examination-Registered Nurse
OC	Oakland Center
OU	Oakland University
PhD	Doctor of Philosophy
POS	Plan of Study
RN	Registered Nurse
RN-BSN	BSN Degree Completion Sequence for Registered Nurses
SON	School of Nursing

The OU SON Undergraduate Program academic requirements, policies, and procedures described in this handbook are in effect beginning in the Fall 2018 semester and are in effect through the Summer 2019 semester. This handbook reflects information available at the time of publication. The SON reserves the right to revise this publication at their discretion and to make reasonable changes in requirements to its academic programs. Students are responsible for adhering to the most current handbook.



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OVERVIEW OF THE SCHOOL OF NURSING

School of Nursing Mission

Approved by the SON Faculty Assembly on April 24, 2014

The mission of OU SON is to prepare transformational leaders committed to caring and using the best evidence in nursing practice, education and research to optimize the health of the public in a diverse ever-changing global society.

School of Nursing Vision

Approved by the SON Faculty Assembly on April 24, 2015

The faculty and graduates of OU SON will be recognized as transformational leaders, caring practitioners and scholars who optimize the health and well-being of a diverse global society.

School of Nursing Philosophy

Approved by the SON Faculty Assembly on April 28, 2011; Amended February 18, 2016

The Oakland University SON *Philosophy of Nursing Education* is informed by insights into the empirical, aesthetic, ethical, and personal ways of knowing that undergird nursing as a practice discipline, the position that nursing holds in society, and the relationship that exists between the SON and OU. Nursing's disciplinary domain has both a scientific and professional practice component. Nursing science discovers, develops, synthesizes, validates, and brings order to the theoretical and practical knowledge that informs the professional practice of nursing. Professional nursing care of individuals, families, and communities is a social mandate that carries with it the responsibility to educate nurses qualified to fulfill the professional role and uphold standards of the profession.

The faculty of the SON believes that nursing education:

- Requires innovative approaches in order to prepare professional nurses now and in the future to address the health care needs of individuals, families, and communities through patient-centered nursing care, teamwork and collaboration, communication, and information technology.
- Has a foundation in the arts and sciences of liberal education which is needed to ground nursing in the complexity of the human experience.
- Prepares students to recognize, understand, and work with nursing phenomena and to understand the results of these efforts in relation to human values including life, justice, personal freedom, health, and well-being.
- Prepares students to use empirical knowledge as a guide for judgment, decision-making, and the provision of quality and safe professional nursing practice.
- Prepares students across all curriculum levels to learn, work, and live productively in ever changing national and international societies.

The faculty of the SON also believes that:

- Students learn best when challenged by educational experiences that are salient and incorporate real-life situations and issues related to systems-based practice.
- Diversity among faculty, students, and members of national and international societies enriches the educational experience.
- A commitment to life-long learning is essential to the professional development of nurses, the health of national and international societies, and the growth of the discipline.
- Faculty members are responsible for determining what is to be learned and how that learning can be assessed, evaluated, and enhanced.

Baccalaureate Program Outcomes

Approved by the SON Faculty Assembly on October 30, 2014

The BSN Program Curriculum is based on professional forces; the vision, mission, and values of the faculty; prepares the graduate to practice in a diverse global society; and to:

1. Apply concepts from the Arts and Sciences in the promotion of health and the management of simple to complex nursing care.
2. Demonstrate use of the nursing process in clinical decision-making.
3. Apply principles of patient safety and quality improvement in nursing practice.
4. Apply principles of wellness, health promotion, disease prevention, rehabilitation, risk reduction, palliative and end-of-life care to individuals, families, communities, and populations.
5. Demonstrate values-based, ethical professional behaviors that integrate caring, autonomy, integrity, social justice, respect for diversity and human dignity throughout the lifespan.
6. Use best-evidence in nursing practice.
7. Demonstrate inter/intra-professional collaboration to optimize health outcomes.
8. Demonstrate transformational leadership in nursing practice in a variety of settings.
9. Use knowledge, processes, and skills from informatics to inform clinical decision-making.
10. Apply knowledge of health policy, economics, legal, and political principles to nursing practice.
11. Demonstrate a commitment to professional development and lifelong learning.

Accreditation

The baccalaureate nursing program at Oakland University is accredited by the [Commission on Collegiate Nursing Education \(CCNE\)](#).

The Essentials of Baccalaureate Education for Professional Nursing Practice

The Essentials of Baccalaureate Education for Professional Nursing Practice (Essentials) (American Association of Colleges of Nursing [AACN], 2008) are the guiding framework for the SON undergraduate program. The nine Essentials are:

- I. Liberal Education for Baccalaureate Generalist Nursing Practice.
- II. Basic Organizational and Systems Leadership for Quality Care and Patient Safety.
- III. Scholarship for Evidence-Based Practice.
- IV. Information Management and Application of Patient Care Technology.
- V. Healthcare Policy, Finance, and Regulatory Environments.
- VI. Inter-professional Communication and Collaboration for Improving Patient Health Outcomes.
- VII. Clinical Prevention and Population Health.
- VIII. Professionalism and Professional Values.
- IX. Baccalaureate Generalist Nursing Practice.

ADMINISTRATIVE STRUCTURE

The SON is one of eight schools and colleges at Oakland University. Each school/college is governed by a Dean who is responsible to the Senior Vice President of Academic Affairs and Provost.

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NURSING STUDENT ORGANIZATIONS

Dean's Circle

The Dean's Circle is a select group of SON students who are invited to apply for membership to serve as SON ambassadors. Participation in the Dean's Circle provides students with opportunities to develop leadership skills by assisting with various SON events, interacting with the SON Dean and other administrators, and representing the SON at various university functions.

Sigma Theta Tau International – Theta Psi Chapter

Sigma Theta Tau International, the Honor Society of Nursing, was chartered at OU in April 1986. Each year nursing students who are academically eligible are invited to become members. Candidates for membership are selected solely on the basis of superior scholastic achievement.

Student Nurses Association of Oakland University (SNAOU)

SNAOU provides undergraduate nursing students with leadership opportunities, as well as opportunities for students to mentor pre-nursing students and participate in service activities/political events at the university, state, and national level. Students can also serve as a class representative. Class representatives are elected by their classmates during an election held each year. Nursing and pre-nursing students can also become members of the Michigan SNA and the National SNA, which provide additional opportunities for networking and leadership building.

Black Student Nurses Association at Oakland University (BSNA-OU)

The BSNA-OU provides nursing students an opportunity to promote unity among minority and other students by providing a support network for pre-nursing and UG students in the SON. The BSNA-OU also allows members the opportunity to improve their networking skills while informing the greater OU community about health issues that affect minorities.

Student Representation on SON Committees

Undergraduate nursing students have the opportunity to serve on three SON committees: the Undergraduate Committee on Instruction (UCOI), Commencement and Honors, and the UG Grievance Committee. One student may serve on each committee.

COMMUNICATION MECHANISMS

[OU website](#)

[Schedule of Classes](#)

[Academic Calendar](#)

[SON Website](#)

The SON website is an important source of information for current UG nursing students.

OU E-mail Account

Information related to courses, scholarships, health requirements, etc. are communicated to students using their OU e-mail accounts. All SON students are expected use to their OU e-mail accounts when communicating with SON faculty, staff, administration and advising.

[Course MOODLE Websites](#)

Every SON course has a course-related website in MOODLE.

SCHOOL OF NURSING RESOURCES

SON Faculty: Students can communicate with SON faculty via e-mail, telephone, or they can meet with them in person. SON faculty are available to assist students with their questions and/or concerns regarding nursing courses, clinical experiences, course grading, professional nursing, etc. SON faculty information can be found on the [SON website](#)

SON Academic Advising: SON students are assigned an academic adviser who will work with them for the duration of their undergraduate nursing education. SON academic advisers are available by appointment to assist students with program planning, course scheduling, petitions of exception, transfer equivalencies, etc.

SON Laboratories: The SON clinical laboratories are located on the 4th floor of the Human Health Building. The SON laboratories are available for students to: 1) learn to apply critical thinking and clinical reasoning to patient scenarios, 2) practice foundational nursing interventions, 3) practice using therapeutic communication, and 4) develop the skills and knowledge necessary for professional nursing practice.

SON Laboratory Policies

1. All SON faculty, staff, and students are required to attend a laboratory orientation in class or by appointment prior to use of resources. Orientation may be scheduled by contacting the Director of Nursing Laboratories.
2. Equipment, supplies, and resources are to be treated with respect. Any damage or operating problems should be reported immediately to the laboratory staff.
3. Intermediate and high fidelity simulators may only be used with supervision by faculty and staff who have completed simulation training.
4. All laboratory users are expected to leave the laboratory in order (e.g. return tables, chairs, and equipment to the proper place; lower beds, railings, straighten linen; and dispose of any trash).
5. Universal precautions must be maintained during all laboratory activities.
6. Only non-invasive therapies may be practiced on student partners with permission of the student. Invasive procedures, including but not limited to injections, glucose testing, and IV insertion, may not be performed on human subjects in any SON laboratories.
7. Food, beverages, gum, etc. are not permitted in any SON laboratories.
8. Beds in the SON laboratories are intended for nursing skill practice, only. Shoes must be removed prior to sitting or lying on any SON laboratory bed.
9. Equipment and/or materials may be borrowed from the SON laboratories for a period of 24 hours. All equipment must be signed out (use the Borrowed Equipment form).
10. SON laboratory course syllabi contain specific academic policies, laboratory requirements, and skill validation procedures to be performed, and should be referred to by faculty and students for specific course information.

SAIL

The OU SAIL system allows students to register for classes, view their financial aid status, and set up an e-Bill online payment system

Student Name and Address Changes

The SON uses student name and address information that is on file with OU. Each student is responsible for informing the [OU Office of the Registrar](#) of any changes to his/her name, address, and/or telephone number.

Students should refer to the [OU website](#) for additional academic resources (i.e. Office of Disability Support Services, Writing Center, Tutoring Center, Graham Health Center, etc.).

OVERVIEW OF UNDERGRADUATE PROGRAM

Academic Plan of Study

Students admitted to the SON undergraduate program (ASD, Basic-BSN, BSN degree completion sequence) are provided with an academic plan of study (POS). The POS outlines the courses that are required to graduate from the SON and the order in which they are to be completed. The Basic-BSN POS is full-time and can be completed in six semesters. The ASD POS is full-time and can be completed in three consecutive semesters. The BSN degree completion sequence for registered nurses POS is full or part-time; a full-time POS (seven week courses) can be completed in three consecutive semesters.

General Education Requirements

Students admitted to the ASD track who are admitted with a bachelor's degree from an accredited academic institution in the United States, have satisfied the OU General Education requirements. Students admitted to the ASD track whose initial bachelor's degree was awarded at an academic institution outside of the United States, will have their coursework evaluated by a SON academic adviser to determine whether the OU General Education requirements have been satisfied.

Credit Allocation for SON Undergraduate Courses and Clinical Experiences

Credit allocation for SON UG didactic/lecture courses is 1:1; one credit = 50 minutes of instruction per week.

Credit allocation for SON UG laboratory courses is 2:1; one credit = 100 minutes of instruction per week.

Credit allocation for SON UG clinical courses is 3:1 (real time). The following time commitments apply to the UG clinical experiences: 1 credit = ~3 hr./course, 2 credits = ~6 hr./course, 3 credits = ~9 hr./course, 4 credits = ~12 hr./course, etc.

EXAMINATION AND ASSESSMENT IN THE UNDERGRADUATE PROGRAM

Medication Administration Examination Policy and Procedure

Approved by the SON Faculty Assembly on April 24, 2014; Amended November 17, 2016

ASD and Basic Students who began NRS courses prior to the Fall 2018 Semester

All students who began nursing courses before the Fall 2018 semester, in the SON undergraduate program's pre-licensure tracks (Basic-BSN and ASD) must successfully pass a medication administration examination (MAE) with a score of 90% or greater at each level of the nursing curriculum. Students will be allowed two attempts to successfully pass the MAE each semester that it is administered. Both MAE attempts will be administered prior to the OU specified date for 100% tuition refund.

Basic-BSN students will take the MAE **a minimum of three times**, when they are enrolled in NRS 2143 (210), NRS 3251 (329), and NRS 4111 (470).

ASD students will take the MAE **a minimum of three times**, when they are enrolled in NRS 2311 (280), NRS 3321 (382) and/or NRS 3331 (384), and NRS 4331 (486).

Basic-BSN and ASD students who are off-track **for any reason** will be required to take the MAE when they are enrolled in any of the above named courses, **any time that they are enrolled in the course**.

Any student who does not successfully pass the MAE on the second attempt in a given semester, regardless of level in the curriculum, will be required to withdraw from any clinical/laboratory courses scheduled for that specific semester, and the corresponding didactic course(s), as well.

Students who are not successful on the MAE (receive <90% on both attempts in one semester), and who wish to remain a student in the SON, are required to take the SON medication administration remediation course (MARC) (e.g. NRS 0011). NRS 0011 is graded satisfactory/unsatisfactory (S/U), and students must receive a grade of S before they will be eligible to return to nursing coursework. Students who receive an S grade in NRS 0011 will be allowed to return to SON coursework on a space available basis, and must re-take the MAE during the semester in which they return.

Any student who is unsuccessful on the MAE (receive a score <90% on both attempts in one semester) and who takes the MARC/NRS 0011 in order to progress in the SON and who receives a final course grade of **U will be placed on academic probation in the SON or he/she will be dismissed from the SON** (refer to the Policies and Procedures for Progression, Retention, and Dismissal in the SON Undergraduate Program Student Handbook).

Any student may electively enroll in NRS 0011 with faculty permission. NRS 0011 does not count as credit toward degree requirements, nor does it satisfy OU financial aid requirements.

Basic students who are beginning NRS courses in Fall 2018 Semester, including Fall 2017 Direct Admit Students

All Students who first begin nursing courses during, or after, the Fall 2018 semester will demonstrate medication administration competency using Assessment Technologies Institute (ATI). The MAE (described above) is not a mandatory requirement for Basic students beginning NRS courses in Fall 2018, including Fall 2017 Direct Admit students.

Assessment Technology Institute (ATI)

The SON uses ATI Nursing Education for all pre-licensure (Basic-BSN and ASD) students. ATI Nursing Education is designed to facilitate student academic success. ATI Nursing Education provides resources that, when used effectively by pre-licensure nursing students, help them to be successful in the nursing courses, and prepares them for the NCLEX-RN.

Students first beginning NRS courses in Fall 2018, including 2017 Direct Admit students will receive account and payment information for ATI Nursing Education as part of SON orientation. The ATI Nursing Education Learning System is mandatory for all students in the SON.

The following chart outlines the ATI Assessments that pre-licensure (Basic-BSN and ASD) students take during the nursing curriculum. Additional resources are available on the ATI website, and SON faculty may assign their use. Students must achieve a score on each ATI Proctored Assessment that places them at or above Proficiency Level 2 (does not apply to the Critical Thinking Assessments). If a student does not achieve a score that is at or above Proficiency Level 2 the first time they take an Assessment, remediation will be required.

ATI Content Mastery Assessment	Basic-BSN Course	ASD Course
ATI Student Orientation	NRS 2012 2017 Direct Admit Students enrolled in NRS 3900	NRS 2311
Critical Thinking (Entrance)	NRS 2012 2017 Direct Admit Students enrolled in NRS 3900	NRS 2311
Pharmacology Practice Assessments	NRS 2020 NRS 3041	NRS 2411
RN Fundamentals Practice Assessments RN Fundamentals Proctored Assessment	NRS 2024 NRS 2143	NRS 2313
RN Nutrition Practice Assessments RN Nutrition Proctored Assessments	NRS 3015	
RN Mental Health Practice Assessments RN Mental Health Proctored Assessment	NRS 3016 NRS 4111	NRS 4345
RN Adult Medical Surgical Practice Assessments RN Adult Medical Surgical Proctored Assessment	NRS 3025 NRS 4111	NRS 3311
RN Maternal Newborn Practice Assessments RN Maternal Newborn Proctored Assessment	NRS 3026 NRS 3271	NRS 3321
RN Leadership Practice Assessments RN Leadership Proctored Assessment	NRS 3281 NRS 4012	NRS 4321
RN Community Health Practice Assessments RN Community Health Proctored Assessment	NRS 4015 NRS 4061	NRS 4061
RN Nursing Care of Children Practice Assessments RN Nursing Care of Children Proctored Assessment	NRS 3261 NRS 4016	NRS 3331
Critical Thinking Assessment (Exit)	NRS 4026 NRS 4121	NRS 4331
RN Pharmacology Proctored Assessment	NRS 4026 NRS 4121	NRS 4331
RN Practice Assessments RN Comprehensive Assessment RN Comprehensive Predictor	NRS 4026 NRS 4121	NRS 4331

ATI Comprehensive Predictor Assessment Requirement

Approved by the SON Faculty Assembly on April 24, 2014; Amended October 22, 2015

The ATI Comprehensive Predictor Assessment (CPA) is a SON graduation requirement. All pre-licensure students (Basic-BSN and ASD) take the CPA during the semester in which they are enrolled in NRS 4026 or 4121: Nursing Synthesis (Basic-BSN) or NRS 4331: Nursing Synthesis (ASD). Students must achieve a score of 89% or higher on the “predicted probability of success” to satisfy the SON benchmark. Each student will take/re-take the CPA until they achieve the SON benchmark. The SON Associate Dean’s office oversees administration of the CPA; it will be administered at least three times each semester. **After the initial three attempts, any student who has not achieved the SON benchmark will be responsible for paying the cost of additional CPA attempts.** When students successfully achieve the SON benchmark, they will be eligible to graduate (at the end of the semester in which they achieve the benchmark). Students need to apply to graduate and adhere to the OU Office of the Registrar’s deadline dates.

STUDENT RESPONSIBILITIES – CLINICAL EXPERIENCES

CLINICAL HEALTH REQUIREMENTS

Students will find specific information regarding the SON clinical health requirements and ACEMAPP (ACE) requirements on the [SON website](#) or by contacting Sonya Gary, RN at gary@oakland.edu

First semester pre-licensure students (Basic-BSN and ASD) must submit all of the SON clinical health requirements and ACE requirements by the SON's published deadline date. Any student who does not submit all of the requirements by the deadline date, will need to withdraw from all nursing courses and will have to re-apply to the SON if they wish to be admitted to a later cohort.

Continuing pre-licensure students (Basic-BSN and ASD) who do not submit the clinical health requirements and/or ACE requirements by the SON's published deadline date will not be allowed to register for any SON clinical or laboratory courses that semester, and will be placed on the SON return wait list before being allowed to progress in the curriculum.

ATTENDANCE AND TARDINESS POLICY

Attendance at all scheduled SON clinical, off-site, laboratory, and simulation experiences is required, and students are expected to arrive on time. If a student anticipates being late or absent, they must notify the clinical instructor and the course FOR **prior to the start** of the clinical, off-site, laboratory, or simulation experience. Student **absence and/or tardiness will impact the final course grade a student receives**.

An absence from a clinical, off-site, laboratory, and/or simulation experience is weighted as a percentage of the total hours of the experience and the points will be deducted from the Clinical Evaluation Tool total score. A student missing 20% or more of any clinical, off-site, laboratory, or simulation experience will fail the course, unless there were extenuating circumstances (determined by **both** the clinical course FOR and the SON Undergraduate Program Director). Students must submit evidence/explanation of the extenuating circumstance to the course FOR within 48 hours of the clinical, off-site, laboratory, and/or simulation experience.

Tardiness is defined as a student arriving late to a clinical, off-site, laboratory, and/or simulation experience. For each 15 minutes a student is tardy, 1 point will be deducted from the Clinical Evaluation Tool total score.

Clinical Settings

Pre-licensure nursing students (Basic-BSN and ASD) are placed in a variety of clinical settings throughout their nursing educations. The SON will provide students with a range of experiences with diverse patient populations, organizations, and clinical agencies. SON clinical partners are located in urban and suburban settings throughout metropolitan Detroit and southeastern Michigan. The SON Associate Dean is responsible for securing the pre-licensure clinical sites and ensuring that students are assigned to clinical sites in a timely manner.

Registering for Clinical Courses

Pre-licensure students (Basic-BSN and ASD) who expect to take a clinical course in any given semester must be registered for the course and have all their SON clinical health requirements and ACE requirements satisfied at least three weeks prior to the start of the semester to ensure the SON has sufficient time to coordinate the clinical experience with the SON's clinical partners. Students who are not registered for any SON clinical course three weeks prior to the start of the semester may be unable to register for the course/progress with their current POS.

Undergraduate Clinical Switch Procedure

When clinical assignments have been posted in ACE, pre-licensure students (Basic-BSN and ASD) have **48 hours to submit a switch request**. To request to switch clinical sites, two students must agree to switch sites, and each student involved in the switch must send an e-mail to Kathryn Amejka ksamejka@oakland.edu that includes **their name and the name of the other student involved in the switch and the course CRN #**. Both students must submit a switch request by the 48 hour deadline for the request to be accepted by the SON. In addition, both students involved in the switch must have all of their SON clinical health requirements and ACE requirements current with the SON or the switch request will be denied. If the switch is approved, the new clinical sites will be posted in ACE. Students may only switch one clinical site/semester. **The SON reserves the right to deny any switch request**. The Undergraduate Clinical Switch Procedure **does not apply** to 1) Basic-BSN Sophomore level clinical experiences, 2) Basic-BSN Sr II precepted clinical experiences, or 3) ASD semester III precepted clinical experiences.

Clinical Setting Professional Appearance

Hygiene: Students are expected to have clean, stain free uniforms that are free of odor.

Hair: Student hair must not interfere with patient care at any time. If a student’s hair is longer than shoulder length, it must be fashioned in a way that keeps it off the shoulder so it does not interfere with patient care, i.e. up in a bun, in a ponytail, etc. Hair must be a natural color and facial hair must be neat and trimmed.

Make-up: Student make-up should be kept to a minimum. Lipstick, if worn, should be a natural lip color.

Fingernails: Student fingernails must be clean and trimmed. Nail polish, artificial nails, acrylics, tips, and wraps are not permitted during any SON clinical/simulation/laboratory/off-site experience.

Jewelry and body piercing: Student jewelry should be kept to a minimum. Ornate jewelry (ie: heavy chains, large or bulky rings, bracelets, etc.) are not allowed. Stud earrings limited to ear lobe are acceptable. Oral/facial/septum jewelry is not allowed.

Tattoos: Visible tattoos are not allowed. Tattoos must be covered at all times.

SON pre-licensure students (Basic-BSN and ASD) who are not in the SON uniform or whose appearance during any SON clinical, simulation, laboratory, or off-site experience does not adhere to the professional appearance standards established by the SON will be sent home, and the student’s evaluation will reflect this as an absence.

UNIFORMS AND REQUIRED EQUIPMENT	
Basic-BSN sophomore and ASD 1st semester students	<ul style="list-style-type: none"> - Lab Kits (order form will be provided in class) - Health Assessment Package (contains reflex hammer, bandage scissors, tape measure, ruler, penlight, and pen) - Plastic tote with lid (3 gallons)
All ASD students and All Basic-BSN students	<ul style="list-style-type: none"> - Stethoscope (e.g., Littman Classic II) - Watch with second hand - Blood pressure cuff (case optional) - SON emblems (purchased from bookstore in OC) - OU name badge (purchase at OU ID Card office in OC) - Professional uniform - white top and black pants (or skirt) - Black or white socks - White or black professional shoes (i.e. solid material/no mesh or perforations) with closed toe and heel

OU Badge and SON Emblem

Students are required to wear an OU name badge and SON emblem on their SON uniform and/or lab coat during all SON clinical/simulation/laboratory and off-site experiences. The SON emblem must be permanently adhered (ie: sewn) on the left sleeve of every student uniform and lab coat. The emblem should be centered on left sleeve with the top of the emblem two inches below the shoulder.

Preparation Prior to Clinical/Simulation/Off-site experiences

Students are expected to be fully prepared for every SON clinical/simulation/off-site experience. **Students who are not prepared will be sent home, and their clinical evaluation will reflect this as an absence.** Students are supervised during the performance of all procedures/nursing interventions until the clinical instructor/course FOR determine that the student can perform them safely without assistance.

During every SON clinical/simulation/off-site experience, students (Basic-BSN and ASD) are responsible for:

- the nursing care given to the patient(s) to whom they are assigned;
- reporting urgent needs of the patient promptly to the SON clinical instructor and the unit nurse;
- reporting the patient’s condition to the SON clinical instructor/unit nurse before leaving the clinical area;
- following the procedures for leaving the unit outlined by the SON clinical instructor/unit nurse;
- maintaining patient confidentiality at all times;
- attending every post-conference scheduled by the SON clinical instructor/FOR; and
- fulfilling all clinical course requirements, including adhering to all clinical agency policies and procedures.

Requests for Pre-licensure (Basic-BSN and ASD) Precepted Clinical Experiences

Each pre-licensure student (Basic-BSN and ASD) must submit his/her own request for the precepted clinical experience (NRS 4125 and NRS 4325) that the SON will use as a guide for clinical placement. **There is no guarantee that the area requested will be where the student is assigned.** Students may not do the NRS 4125 or NRS 4325 clinical experience at a health care institution on any unit where they are employed.

Clinical Evaluations

Pre-licensure (Basic-BSN and ASD) student **clinical performance is evaluated exclusively by SON faculty** using the SON Clinical Evaluation Tool. The final clinical evaluation conferences must be conducted at the Human Health Building on the OU campus in a face-to-face meeting with the clinical faculty and the student. ASD students' final clinical evaluation conferences may be held at the Anton Frankel Center in Mount Clemens. Final clinical evaluation conferences must be held after the clinical experience has ended; they may not be conducted while the clinical experience is on-going.

Boundary Violations

Divulging any information about patients/their families/other students/SON faculty or staff/nurses on the unit where a clinical experience occurs/etc. on the Internet or any other social medium is considered unethical and unprofessional behavior. For further information about boundary violations, refer to the [ANA](#) or [National Council of State Boards of Nursing](#) websites.

Student Health Insurance

Students must maintain their own health insurance. The SON's clinical partners do not provide health care services to SON students pro bono.

Transportation

Students are responsible for providing their own transportation to and from all SON clinical/off-site experiences.

Recommended Safety Guidelines for Clinical Experiences

These guidelines have been developed for the safety of students performing SON clinical/off-site experiences, and are not intended to be all inclusive.

- I. Maintain your car in good condition.
- II. Learn to use and have available a map, computer search, and/or a GPS navigation system to obtain directions to clinical/off-site locations.
- III. Know the location of gas and police stations in the vicinity of where you are attending SON clinical/off-site experiences.
- IV. Students should have a cell phone available when traveling to SON clinical/off-site locations; however cell phones **MUST** be turned off during all clinical/off-site experiences. Also, have agency and clinical instructor phone numbers available at all times.
- V. When making home visits or attending SON clinical/off-site agencies, leave your schedule and agency information with the SON/clinical instructor/FOR, and notify the instructor of any changes to your schedule.
- VI. Call the SON/clinical instructor/FOR if you do not feel safe at SON clinical/off-site location.
- VII. Have the SON and agency phone numbers available in case of an emergency.
- VIII. Keep your car doors locked at all times.
- IX. Valuables should be left at home; they should not be taken to the clinical/off-site location.
- X. An OU name badge must be worn at all times when you are attending a SON/off-site clinical experience.
- XI. Any concerns that the student has regarding their safety or client assignment should be discussed with the clinical instructor/FOR.
- XII. At no time shall a SON student transport a patient and/or a patient's family member(s) in his/her personal vehicle.
- XIII. When arriving or leaving a SON clinical/off-site location, be alert and aware of your surroundings.

ACADEMIC PROGRAM POLICIES

CORE PERFORMANCE STANDARDS

SON Undergraduate students must be able to demonstrate all of the Core Performance Standards while a student. Any student who believes he/she may need assistance meeting the Core Performance Standards should contact the OU Office of Disability Support Services (DSS), 103A North Foundation Hall, (248) 370-3266.

Critical Thinking	Inductive/deductive reasoning sufficient for clinical judgment and decision making.
Interpersonal	Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, spiritual and intellectual backgrounds.
Emotional Stability	Emotional stability sufficient to assume responsibility/accountability for actions.
Communication	Communication abilities sufficient for interaction with others in verbal and written form.
Motor Skills	Gross and fine motor abilities sufficient to provide safe and effective nursing care.
Mobility	Physical abilities sufficient to move from place to place and maneuver in small places.
Visual	Visual ability sufficient to provide safe and effective nursing care.
Hearing	Auditory ability sufficient to provide safe and effective nursing care.
Tactile	Tactile ability sufficient for assessment and implementation of care.
Health	Characteristics that would not compromise health and safety of clients.

Standards of Professionalism Performance

Undergraduate nursing students are expected to perform professional role activities as part of being/becoming a professional registered nurse. The American Nurses Association (2015) *Standards of Professional Performance* are:

Ethics - the registered nurse practices ethically.

Culturally Congruent Practice – the registered nurse practices in a manner that is congruent with cultural diversity and inclusion principles.

Communication – The registered nurse communicates effectively in all areas of practice.

Collaboration – the registered nurse collaborates with the healthcare consumer and other key stakeholders in the conduct of nursing practice.

Leadership - the registered nurse leads within the professional practice setting and the profession.

Education – the registered nurse seeks knowledge and competence that reflects current nursing practice and promotes futuristic thinking.

Evidence-based Practice and Research – the registered nurse integrates evidence and research findings into practice.

Quality of Practice – the registered nurse contributes to quality nursing practice.

Professional Practice Evaluation – The registered nurse evaluates one's own and others' nursing practice.

Resource Utilization – the registered nurse utilizes appropriate resources to plan, provide, and sustain evidence-based nursing services that are safe, effective, and fiscally responsible.

Environmental Health – the registered nurse practices in an environmentally safe and healthy manner.

RN-BSN Degree Completion Sequence Student Notification Form

Students in the RN-BSN Degree Completion Sequence admitted in the Fall 2018 semester or later are responsible for adhering to the stipulations of the special program rate requirements as outlined in the Oakland University BSN Degree Completion Student Notification form.

Family Educational Rights and Privacy Act (FERPA)

FERPA (1974) is a federal law designed to protect the privacy of educational records and to establish the rights of students to inspect, review, and restrict access to their education records. A full copy of the [OU FERPA policy is available on the OU website](#). All SON policies and practices governing the collection, maintenance, review, and release of student education records are based on the principles of confidentiality and the student's right to privacy, consistent with FERPA.

Bullying

If you are a SON student and you believe that you have been a victim of bullying, please communicate it to the SON as soon as possible. If the incident occurred during a SON clinical experience:

- 1) Discuss the matter with the clinical instructor.
- 2) If the matter is not resolved to your satisfaction, next discuss the matter with the course FOR.
- 3) If the matter is not resolved to your satisfaction, next discuss the matter with the SON Undergraduate Program Director or BSN degree completion sequence coordinator (depending on student's SON UG track).
- 4) If the matter is not resolved to your satisfaction, next discuss the matter with the SON Associate Dean.
- 5) If the matter is not resolved to your satisfaction, next discuss the matter with the SON Dean.

If the incident occurs in any other academic setting, begin the communication process with #2, the course FOR.

If you experience an incident or are in any academic setting that makes you feel unsafe, immediately call the agency's security and have them come to the department/unit, walk you to your car, contact OU/local police, etc. For further information, refer to the [ANA \(2015\) position statement on Incivility, Bullying, and Workplace Violence](#)

Petitions of Exception

SON undergraduate students may request waivers or modifications to specific academic requirements by submitting a [Petition of Exception \(POE\)](#) to his/her SON academic adviser who will forward the form to the UCOI chair. POE decisions are made by the UCOI during the Fall and Winter semesters.

Final Examination Policy

The SON final examination schedule does not adhere to the published OU final exam schedule. The SON will publish the final exam schedule each semester when it becomes known. All SON final examinations are held during the OU designated final examination period.

Leave Status

SON Undergraduate students may go on leave for up to one year (a total of no more than 12 months). Prior to obtaining leave status, the student must meet with his/her SON academic adviser and submit a [SON Leave form](#). Students who go on leave will be placed on the SON return wait list. Students will be invited to return to SON coursework on a space available basis. Before a student returning from leave can register for nursing courses, he/she must meet with their SON Academic Adviser to develop a revised POS. A student returning from leave must be in compliance with all SON policies and requirements in effect at the time of the return, specifically, the SON clinical health requirements and ACEMAPP requirements must be on file with the SON by the established deadline date.

Withdrawal Policy

The policy and procedure for withdrawing from courses can be found in the Undergraduate Catalog online at <https://oakland.edu/registrar/registration/dropornot/>

If a student wishes to withdraw from the SON, he/she must notify their SON academic adviser and submit the SON Withdrawal form.

Undergraduate Program Transfer Policy from One Academic Track to Another

Students admitted to the SON undergraduate program are admitted to a specific track (Basic-BSN, ASD, or RN-BSN), and admission requirements for the three tracks vary. As a result, a student admitted to one SON undergraduate track who wishes to transfer to another track, must satisfy the following:

1. The student may not be on academic probation in the SON or have been dismissed from the SON for any reason;
2. The student must submit an "Undergraduate Program Transfer Request Form" outlining his/her reason(s) for the transfer request;
3. The student must interview with a member(s) of the SON Admission Committee;
4. The SON Admission Committee will make a recommendation regarding the transfer to the SON Associate Dean;
5. The SON Associate Dean will make the decision whether the student may transfer or not. The decision of the Associate Dean is final.
6. The student must satisfy all SON requirements in effect at the time of the transfer. If the transfer request is approved, the student will be placed on the SON return wait list and be allowed to enter the new track on a space available basis.

POLICIES AND PROCEDURES FOR PROGRESSION, RETENTION, AND DISMISSAL

Approved by the SON Faculty Assembly on April 24, 2014, Amended November 17, 2016, Amended February 15, 2018

Once admitted to the SON undergraduate program, students are required to earn a minimum final course grade of B- in every required nursing course, and a minimum final course grade of B- or higher in PSY 2250: Introduction to Life-Span Developmental Psychology and BIO 3520: Introduction to Human Microbiology. In courses graded satisfactory/unsatisfactory, students are required to earn a final course grade of satisfactory (S).

A SON undergraduate student who does not meet the grading benchmark will be placed on **academic probation in the SON** with conditions imposed for retention **OR** they will be **dismissed**.

Probation: A SON undergraduate student will be placed on **academic** probation if the student:

1. receives one nursing final course grade below B- or a grade of Unsatisfactory (U); **OR**
2. receives a final course grade below B- in PSY 2250; **OR**
3. receives a final course grade below B- in BIO 3520; **OR**
4. fails the MARC/NRS 0011 (when the course is required for progression in the SON).
Students who take NRS 0011 as an elective course and who receive a grade of Unsatisfactory (U), will not be placed on academic probation in the SON **OR**
5. withdraws from a clinical course after having received a failing midterm grade on the clinical evaluation tool

A SON undergraduate student placed on academic probation will be sent written notification of his/her probationary status, including the conditions of probation that must be satisfied for the student to progress in the nursing curriculum. A copy of the written notice will be placed in the student's academic file. **Once the conditions of the probation have been satisfied the student will be removed from academic probationary status.** The conditions of probation that apply to all SON undergraduate students are:

1. the student must repeat the course in which a final course grade less than B- or Unsatisfactory (U) was received;
2. the student must re-take the same course; an independent study course or a competency exam cannot be used as a substitute;
3. the student may only repeat the SON course one time; and
4. the student must develop a written Plan for Success stating how he/she will meet the conditions of academic probation. The Plan for Success is sent to the Undergraduate Program Director, and a copy placed in the student's academic file.

Dismissal: A SON undergraduate student will be dismissed from the SON if he/she:

1. receives two nursing final course grades below B- or Unsatisfactory (U) in one semester; **OR**
2. receives a second nursing final course grade below B- or Unsatisfactory (U) during any semester of the undergraduate curriculum; **OR**
3. receives a final course grade below B- in both PSY 2250 and BIO 3520; **OR**
4. receives one nursing final course grade below B- or Unsatisfactory (U), **AND** receives a final course grade below B- in either PSY 2250 or BIO 3520; **OR**
5. fails to fulfill the conditions of academic probation; **OR**
6. exhibits unsafe, unethical, or unprofessional behavior in any academic setting regardless of the student's academic standing in the SON.

A student who is dismissed from the SON will be sent written notification of his/her dismissal. A copy of the written notice will be placed in the student's academic file.

An undergraduate student who has been dismissed from the SON may not continue in or register for any SON courses. It is the student's responsibility to dis-enroll from all nursing courses in which he/she is enrolled.

Procedure to Resolve a Course Evaluation Issue

SON faculty are expected to evaluate student work using criteria described in the course syllabus. However, it is faculty prerogative to assign grades using his/her academic/professional judgment. **The only person who can change a grade (e.g. course assignment, final course grade) is the faculty member who assigned the grade.** Course grades cannot be grieved, only the process by which they were assigned. If a student believes he/she was graded in an arbitrary or capricious manner, or not afforded due process, they must use the SON procedure to attempt to resolve the issue.

Arbitrary or capricious grading is defined as: the assignment of a grade that is based on something other than performance in the course; **or** the assignment of a grade that is based on a substantial departure from the instructor's written criteria as described in the course syllabus.

Due process is defined as: the opportunity to contest an assigned grade through fair application of established rules, regulations, or procedures and that may not result in the unfair, arbitrary, or unreasonable treatment of the student.

First, the student must seek **informal resolution** of the grading issue with the SON faculty member who assigned the grade. Many times, questions regarding grading can be resolved through open communication between students and faculty. To initiate the informal resolution of a grading issue, the student must send an e-mail to the faculty member (and the course FOR if it is a clinical course) **within 48 hours** of receipt of the grade in question that clearly describes the grading issue and to request a meeting to attempt to resolve the issue. The student/faculty member meeting must take place within five (5) business days of receipt of the grade, and it must be held at the Human Health Building.

If the student does not submit an e-mail to the SON faculty member who assigned the grade (and the course FOR if it is a clinical course) within 48 hours or does not meet with the faculty member, then the grading issue is considered resolved. If the informal resolution meeting with the faculty member does not resolve the issue, the student may request a formal Grievance Hearing. If the student does not request a Grievance Hearing, then the grading issue is considered resolved.

Grievance Hearing Procedure

Step 1: Notification of Intent to File a Grievance

The Grievance Hearing Procedure (GHP) must be initiated by the student **within 72 hours following the informal resolution meeting**. To initiate the GHP, the student must complete the [*SON Student Grievance form*](#), and write a statement that provides rationale for the grievance. The student's statement must include: 1) the course name/number and CRN number, 2) the name(s) of the SON faculty member(s) involved, including the course FOR (if grievance is related to a SON clinical course), and 3) the SON policy, procedure, or due process that was violated. The statement must also describe what actions were taken by the student to resolve the grading issue, including the date and outcome of the informal resolution meeting. The student's statement may not be longer than two double-spaced typewritten pages. Supplementary materials **relevant to the GHP** may be submitted, as necessary. The student assumes the burden of proof during the GHP.

A student who initiates the GHP may continue with his/her academic POS until the process is resolved, assuming all non-grievance related pre-requisite courses have been successfully completed. Any student who initiates the GHP may withdraw the grievance at any time by writing the SON Associate Dean via OU e-mail.

Step 2: Preparation for Grievance Hearing

The student submits the *SON Student Grievance form*, their written statement, and any additional supplementary materials to the SON Associate Dean's office. The SON Associate Dean's office will inform the SON faculty member(s) named in the grievance that the student initiated the GHP, and will request submission of any supporting documentation regarding the grievance from them. The student's academic file will be obtained by and held in the Associate Dean's office. The Associate Dean's office is responsible for scheduling the Grievance Hearing date/time. All materials pertaining to the Grievance Hearing that are submitted by the student and/or the faculty will be held in the Associate Dean's office.

Step 3: Creation of Grievance Committee/Grievance Committee Panel (GCP)

During the Winter semester, the SON will solicit SON faculty members (minimum of six) to serve on the SON Grievance Committee. When an UG student files a grievance, the Associate Dean's office will notify all of the members of the SON Grievance Committee to see who is available to serve on the GCP. Each GCP will consist of three (3) Grievance Committee members and one UG nursing student. At no time will a faculty member be allowed to serve on a GCP if he/she is the SON faculty member involved in the grievance, the course FOR, is connected with the issue of concern, or believes it would be inappropriate for them to serve on the GCP.

Step 4: Grievance Hearing

Members of the GCP will be allowed to review all of the materials submitted to the Associate Dean's office for the Grievance Hearing prior to the scheduled hearing. The GCP will convene to adjudicate the grievance within five (5) business days of the date the Grievance Hearing materials were submitted to the Associate Dean's office. The GCP will meet separately with the student and the SON faculty member(s) involved in the grievance. The student may request a SON faculty/staff member act as their advocate, and the student's advocate may attend the Grievance Hearing.

Step 5: GCP Recommendation

The GCP will submit a one page written recommendation to the SON Associate Dean regarding the Grievance Hearing within 48 hours of the hearing. The written recommendation will include: the student's name, the course name/number and CRN number, the name(s) of the SON faculty member(s) involved in the grievance, and a summary of the SON policies and procedures upon which the GCP is basing its recommendation.

Step 6: Grievance Decision

Within 48 hours of receipt of the GCP recommendation, the SON Associate Dean will make a final decision regarding the student grievance. **The decision of the SON Associate Dean is final.** The student will be notified regarding the outcome of the grievance in writing by certified mail, whereas the SON faculty member(s) involved in the grievance will be notified by OU e-mail. If the Grievance Hearing outcome results in the student being placed on academic probation in the SON or being dismissed from the SON, it is the student's responsibility to withdraw from nursing courses.

Procedure to Appeal a Dismissal from the SON

Students may appeal their dismissal from the SON, and such appeals will be considered on a case-by-case basis. A dismissal appeal must be made within 12 months of the date of dismissal from the SON. **A student may not appeal a second SON dismissal.**

Step 1: Notification of Dismissal Appeal

The Dismissal Appeal process is initiated by the student within 12 months of the date of his/her dismissal from the SON. To initiate the Dismissal Appeal process, the student must complete the [SON Undergraduate Dismissal Appeal form](#), and write a statement that describes rationale for the appeal. The student's statement must include: 1) the course name(s)/number(s) and CRN number(s), of any applicable SON courses, and 2) a summary outlining why the dismissal should be overturned. The student should cite specific actions that contributed to the dismissal and any actions taken by the student to resolve them or that will be taken to minimize their re-occurrence. Supplementary materials **relevant to the Dismissal Appeal** may be submitted, as necessary. Both the *SON Dismissal Appeal* form and student's written statement are submitted to the SON Associate Dean's office.

Step 2: Creation of a Dismissal Appeal Panel (DAP) and Preparation for Dismissal Appeal Hearing

During the Winter semester, the SON will solicit SON faculty members (minimum of six) to serve on the Dismissal Appeal Committee (DAC). When a SON student files a dismissal appeal, the Associate Dean's office will notify all of the members of the DAC to see who is available to serve on the DAP. Each DAP will consist of three (3) DAC members. At no time will a DAC member serve on a DAP if he/she is connected to the student's SON dismissal or believes it is inappropriate for them to serve. The student's academic file will be obtained by and held in the Associate Dean's office. The Associate Dean's office is responsible for scheduling the dismissal appeal hearing date/time. All materials pertaining to the Dismissal Appeal Hearing that are submitted by the student and/or the faculty will be held in the Associate Dean's office.

Step 3: Dismissal Appeal Hearing

Within ten (10) business days of receipt of a student's dismissal appeal documents, the DAP will convene to adjudicate the appeal.

Step 4: DAP Recommendation

Within three 48 hours of the Dismissal Appeal hearing, the DAP will submit its recommendation (to either uphold the student's dismissal from the SON or over turn the dismissal) to the SON Dean.

Step 5: Dismissal Appeal Decision

Within five (5) business days following receipt of the DAP recommendation, the SON Dean will make a final decision regarding the dismissal appeal. The SON Dean may accept or reject the DAP recommendation. **The decision of the Dean is final.** The student will be notified of the SON Dean's decision in writing via certified mail.

Step 6: After the Dismissal Appeal Decision

If the student's dismissal from the SON is upheld, then nothing further needs to be done by the student. If the student's dismissal is overturned, then the student will be placed on the SON return wait list, and will return to nursing coursework on a space available basis. When the student is invited to return to nursing coursework, the student will return on academic probation in the SON and he/she must meet with their SON Academic Adviser to develop a new POS. The student must repeat and successfully complete any SON course(s) in which they received a failing grade(s). All SON progression policies in affect at the time of reinstatement will apply (Refer to Policies and Procedures for Progression, Retention, and Dismissal in the School of Nursing) and all SON clinical health requirements and ACE requirements must be on file with the SON by the posted deadline date in order for the student to register for nursing courses.

Procedure for Readmission to the SON following Dismissal from the Undergraduate Program

Students who have been dismissed from the SON may request to be readmitted, and readmission requests will be considered on a case by case basis. A readmission request must be made within 12 months of the date of dismissal from the SON. Students who have been dismissed from the SON may **only request to be readmitted one time.**

Step 1: Notification of Readmission Request

The readmission request is initiated by the student within 12 months of the date of his/her dismissal from the SON. To initiate the Readmission Request process, the student must complete the [Request for Readmission form](#) and write a statement describing why they should be readmitted to the SON. The student's statement must include: 1) the course name(s)/number(s) and CRN number(s) of the SON courses the student failed or that contributed to the student's dismissal, 2) a description of any actions/behaviors carried out by the student that contributed to his/her dismissal, and 3) any actions/behaviors that the student has undertaken to resolve the issues that contributed to his/her dismissal from the SON. Supplementary materials **relevant to the Readmission Request** may be submitted, as necessary. Both the *SON Request for Readmission* form and student's written statement are submitted to the SON Associate Dean's office.

Step 2: Preparation for Readmission Request

The SON Associate Dean's office will inform the SON Admission Committee that a student has submitted a Readmission Request. The student's academic file will be obtained and will be held in the SON Associate Dean's office along with the Readmission Request documents for review by the SON Admission Committee. At the next scheduled SON Admission Committee meeting, the Readmission Request will be reviewed.

Step 3: Readmission Request Recommendation

Within 48 hours of the SON Admission Committee meeting, the committee chair will submit the committee's recommendation (to either uphold the student's dismissal from the SON or to readmit the student) to the SON Dean.

Step 4: Readmission Request Decision

Within five (5) business days following receipt of the SON Admission Committee recommendation, the SON Dean will make a final decision regarding the student's readmission request. The SON Dean may accept or reject the SON Admission Committee recommendation. **The decision of the Dean is final.** The student will be notified of the SON Dean's decision in writing via certified mail.

Step 5: After the Readmission Request Decision

If the outcome of the readmission request is to not readmit the student, then nothing further is done. If the student is readmitted to the SON, then the student will be placed on the SON return wait list, will remain on academic probation in the SON, and will return to nursing coursework on a space available basis. When the student is invited to return to nursing coursework, the student must meet with their SON Academic Adviser to develop a new POS. The student must repeat and successfully complete the SON course(s) in which he/she received a failing grade(s). All SON progression policies in

affect at the time of readmission will apply (Refer to *Policies and Procedures for Progression, Retention, and Dismissal* in the School of Nursing) and all SON clinical health requirements and ACE requirements must be submitted to the SON by the SON deadline date in order for the student to register for nursing courses. In addition, before the student can return to SON coursework, he/she must provide the SON with a new criminal background check and urine drug screen.

Procedure to Resolve a Non-Academic Complaint in the SON

A non-academic complaint/a situation of concern (SOC) that involves a SON undergraduate student(s) and a SON employee/faculty/adviser/etc. is initiated by the student(s) within five (5) business days of the SOC. The student must write and submit a complaint statement that includes: 1) the name of the SON employee(s) involved in the SOC, and 2) a detailed description of the SOC. The student(s) must submit a copy of the complaint statement to the SON employee(s) involved in the SOC and the SON Associate Dean via OU e-mail. Within five (5) business days following submission of the complaint statement, the student(s) and the employee(s) involved in the SOC must meet in person at the HHB to attempt to resolve the issue. The SON Associate Dean will also attend and arbitrate the meeting, as well as document the proceedings.

Commencement and Honors

Commencement

Commencement is the formal ceremony hosted by OU. Students who complete the BSN degree requirements in the Winter semester will be honored at the April ceremony. Students who complete the BSN degree requirements in the Summer semester can choose whether they wish to be honored at the April or the December ceremony (providing they meet published deadlines for graduation). Students who complete the BSN degree requirements in the Fall semester will be honored at the December commencement ceremony.

SON Honors

Honors are awarded to students at the OU commencement ceremony. SON honors are awarded to undergraduate students who attain an overall OU grade point average (GPA) of B+ or higher **and** an overall SON GPA of A- or higher. Students should consult the OU Undergraduate Catalog for specific information about OU honors. Most ASD students are not eligible for OU honors since the ASD curriculum is only 50 credits.

SCHOOL OF NURSING GRADE CONVERSION SCALE

Approved by the SON Faculty Assembly on March 30, 2017

PERCENTAGE	GPA
95.00-100.00	A
90.00-94.99	A-
85.00-89.99	B+
80.00-84.99	B
75.00-79.99	B-
70.00-74.99	C+
65.00-69.99	C
60.00-64.99	C-
55.00-59.99	D+
50.00-54.99	D
0.00-49.99	F