



Student Appeal to the Nursing Program

Name: _____ SCC ID#: _____

Address: _____ City: _____

State: _____ Zip Code: _____ Phone Number: _____

Instructions:

Students have one opportunity to make appeal to the nursing program for violation of the course repeat policies. Please follow the checklist below:

- Nursing Program faculty will evaluate your appeal on the basis of available information including, but not limited to, your personal letter explaining what extenuating circumstances prevented you from having satisfactory academic performance. In your letter, please include your plan on how you have changed these circumstances and list strategies you plan to use that will enhance your ability to be successful in the future.
- Attach documentation from professionals that have assisted you in these circumstances (example: physician, counselor, etc.).
- Attach any other supporting documentation that you would like the Nursing Program faculty to review.
- Submit your "Student Appeal to the Nursing Program" form, personal letter and supporting documentation to:
Candy Mortenson-Klimpel
Interim Dean of Allied Health & Nursing/ Nursing Instructor
South Central College
1920 Lee Blvd
North Mankato, MN 56003

Students will receive a letter from the Nursing office of their appeal acceptance or denial. Generally, students will receive a letter within 30 days of appeal submission; however, student notification of appeals received over the summer break may exceed 30 days.

By signing below, I acknowledge that I understand the appeal process to the Nursing Program as outlined in the Nursing Handbook (<http://southcentral.edu/programs/nurs>). Further, I understand that I will be required to meet the conditions outlined in the letter from the Nursing, office including a denial. I understand that if my appeal happens to be denied, I will be unable to pursue nursing at South Central College. It is my responsibility to clarify appeal conditions.

Signature: _____ Date: _____