

Appendix E: Readmission - No Exit Appeal Policy

No Exit Appeal Process for students dismissed up to 2 semesters from their last nursing course.

A student requesting to immediately return into the nursing program, following an unsuccessful exit process must complete the following:

1. The student must notify the Registrar's Office via [readmission request form](#) that an appeal is being requested. The notification must be received within 30 days prior to the semester applying for readmission.
2. The Student will provide proof of completing all requirements as outlined in *Appendix N: Readmission Guidelines*
3. The admissions office will schedule the student with Appeals Committee or designee after the appropriate documentation is received.
4. The student will be notified of the decision in writing within 3 business days of the committee meeting. The decision is final.
5. If a student appeal is approved, and the student does not return the following semester, the student will be required to follow the readmission process provided they are not more than 2 semesters from their last nursing course.
6. If a student is granted readmission, the student is subject to the student handbook in place in the semester of enrollment of the first class of readmission.
7. If a student is readmitted they will be placed on Academic Probation and must meet a 2.0 GPA in the semester of readmission. If the GPA is not met, the student will be academically terminated.
8. An appeal granted or denied constitutes the final opportunity for a student to complete the Nursing Program. If a student is unsuccessful in any requirements, there is no other opportunity to complete the exit process.
9. Students will be required to complete coursework as recommended by the Director of Nursing.
10. In the event a student exceeds 150% of the maximum time frame allowed to complete the program, the student may submit a Maximum Time Frame appeal. In cases where the appeal is granted, students may continue with readmission.
11. Upon successful completion (passing score and/or C or better) of the required components, the student will proceed with the program exit examination requirements.

Students that are more than 2 semesters from the last date of the last nursing course will not be the subject of this policy. Their eligibility to apply for readmission will be determined by the catalog in place for the semester they apply to.

Readmission into ATS Institute of Technology will be dependent on space available to accommodate additional students. If the number of accepted applicants exceeds available space, the decision will be based on the student's GPA and academic history of coursework previously taken at ATS Institute of Technology and applicants may be deferred to a subsequent semester.