Appendix E: No Exit Readmission Policy

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

The following requirements are due 45 days prior to the semester start date:

1. Submit the readmission request form . Only submissions via the form will be accepted.
2. Submit a New Drug Test: - Must be done by the school indicated provider and school provided code.(*No Exit applicants will not be subject to the Readmissions Fee. They are subject to the Drug Test fee as charged by the provider).*
3. Complete current FAFSA and any supporting documents as required by Financial Aid officials including SAP appeal if applicable.
4. Sign a new Financial Estimate

Only readmission requests with all the above completed requirements by the due date (45 days prior to the semester) will be considered for review. Any incomplete documents will automatically deny the readmission request.

The following process will be followed for readmission reviews:

- The Admissions Office will schedule the student with the Readmission Committee or designee.
- The student will be notified of the decision in writing within 5 business days of the committee meeting. The decision is final.
- 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.
- 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.
- When a readmission is granted or denied this 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. The student will be terminated and ineligible for readmission.
- Students will be required to complete coursework as required in their Individualized Learning Program (ILP).

Students that are more than 1 semester 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 is not guaranteed. A student with previously failed nursing course(s), history of code of conduct, incomplete and/or unsuccessful documentation and meetings, may be denied readmission. Additionally, approved readmission will be dependent on space available to accommodate additional students. If the number of accepted readmits exceeds available space, the decision will be based on the student's GPA, academic history of coursework, history of code of conduct at ATS Institute of Technology and applicants may be deferred to a subsequent semester.

Students approved for readmission will only be allowed one additional attempt at passing the NCLEX Comprehensive Course and must complete the comprehensive exit examination within the guidelines of the *Comprehensive Exit Examination Policy*. No further attempts or extensions will be permitted beyond this final readmission period. Failure to successfully meet these requirements upon readmission will result in dismissal from the program.