Angelo State University Department of Nursing At-Risk Student Guidelines

DATE: Guideline 5/1/2019

PURPOSE: The purpose of this Department of Nursing guideline is to identify and provide assistance to graduate students who are academically at-risk and in need of a plan to promote student success in courses, increase retention in the program, and improve graduation rates.

Indicators for implementing the at-risk plan include:

- Conditional Admission
- Academic Probation
- o Pattern of Course Withdrawal
- o Return after withdrawal from university
- o Self-identified need for support
- o Consistent poor performance in a single course

GUIDELINE

Procedure for At-Risk Student Plan						
Indicators	Responsible Party	Action				
Conditional Admission	Admissions Committee	 Assign mentor (Consider changing the action to Graduate Program Coordinator to implement plan and track the student through the first semester) Meetings will be held with the student during the semester (beginning, mid-semester, and end). Meetings will be documented on the At-Risk Student Success Plan form. Provide report at the Graduate Faculty Meeting regarding atrisk students. 				
*Academic Probation OR Pattern of Course Withdrawal OR Return after withdrawal from university	Graduate Program Coordinator and/ Program Track Coordinators	 Graduate Program Coordinator verifies the students on academic probation at the beginning of each semester and collaborates with graduate faculty during graduate faculty meeting to develop a relevant academic success plan via At-Risk Student Success Plan Student's faculty member meets during the semester (beginning, mid-semester, and end of semester) with the student to ensure academic success. All meetings are documented on the At-Risk Student Success Plan 				

		 and submitted to the student file. Each faculty provides a summary report at the last graduate faculty meeting of the semester regarding At-Risk students.
Poor Academic Performance Consistent low or failing grades in a single course	Faculty	 Faculty members contacts the student to determine factors associated with poor performance and initiates the At-Risk Student Success Form Each faculty member provides a summary report at the last graduate faculty meeting of the semester regarding At-Risk Students.
Self-identified need for support	Student	 Advisor or faculty initiates At- Risk Student Success Plan Form with the student. Provide report at Graduate Faculty Meeting regarding At- Risk students.

^{*}Students who are mentored yet are unable to meet the expectations of the program or drop below a 3.0 GPA will be placed on academic probation per the College of Graduate Studies Policy. These students will follow the guidelines for academic probation. Students may need to re-take courses to improve their GPA and ability to perform in courses later in the curriculum.

Note. If a student chooses to not sign the At-Risk Student Success Plan, the student is still responsible for the information and strategies suggested for success. As required by the At-Risk Student Success Plan, a copy is placed in a central file in the Graduate Nursing Office. The *Graduate Program Coordinator / Program Track Coordinator / Faculty /* and *Student* are notified of the <u>At-Risk Student Success Plan</u>. Course faculty/coordinator will **follow-up** with the **student** at the beginning of the semester, mid-semester, and end of the semester to document the student's progress on the plan.