

Midterm Average Notification Policy 1.8

Original Implementation: September 6, 1993

Last Revision: May 2019

A student will receive written notice in the form of an electronic letter from the director when the student's grade average in the didactic portion of the course is less than passing at midterm. The written notice will include what action the student should take as a result of grades. It will be the student's responsibility to follow through with the suggested action. A copy of the letter will be sent to the program coordinator and a copy will be placed in the student's academic file. The program coordinator may require a conference to assist in the development of the action plan.

PROCEDURE

Issuance of jeopardy letters is intended only as a courtesy to students. All students are on notice and are expected to know:

1. They are responsible for appraising themselves of their grade on each exam or assignment;
2. Each grade that is below 75% in the BSN Programs or 80% in the Graduate Program, is considered unsatisfactory; and,
3. Each unsatisfactory grade calls for remedial action. The failure of a faculty member and/or director to issue a jeopardy letter or the failure of a student to receive a jeopardy letter does not in any way affect the validity of the grade assigned or the need for corrective action.

The student should contact the faculty member and program coordinator to discuss the course and further assistance for areas of need.