

Practical Nursing Program Re-entry Policy and Procedure



Policies

1. Re-entrance is defined as a student who is re-entering the program after a break in nursing education for unusual or extenuating circumstances or who is returning to Anoka Technical College after being ineligible to continue in the college due to unsatisfactory grades (unsuccessful in the same class twice.)
2. Students must apply to be considered for re-entry status. Students must meet with Practical Nursing program director to be considered for re-entry status. A completed application must be submitted at this meeting.
3. Students must meet the following eligibility criteria for re-entry:
 - a. Cumulative GPA of 2.0 or greater.
4. Student applications are reviewed based on criteria described on the re-entry form.
5. Re-entry is on a space available basis only. Meeting eligibility requirements does not guarantee re-entry. The determination of space available will be made immediately prior to the first day of the course.
6. Per college policy, students must meet current Practical Nursing prerequisites and program requirements.

Procedure

1. Complete a PN re-entry form and submit it, along with your most current Anoka Tech transcript to PN Director. Must be completed during the preceding semester and no later than six weeks prior to the semester in which re-admission is being sought.
2. The Re-entry Request Form will be evaluated by faculty.
3. The student will be notified in writing of the decision. Registration for classes cannot begin until written notification has been received.
4. Any program prerequisites and requirements (immunizations, CPR, background study) must be met by specified deadline before the student is eligible to begin courses in the Practical Nursing program plan.

This information is available in alternative formats by calling (763) 576-4700. TTY users can call Minnesota Relay at 7-1-1 or (800) 627-3529. Anoka Technical College (763) 576-4700. 1355 West Highway 10, Anoka, MN 55303. A member of the Minnesota State Colleges and Universities System Anoka Technical College is an affirmative action, equal opportunity employer and educator.

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