DISCUSSION/ACTION November 4, 2011

HIGHER EDUCATIONAL AIDS BOARD BOARD REPORT #12-06

COLUMBIA COLLEGE OF NURSING



State of Wisconsin Higher Educational Aids Board

Scott Walker Governor

P.O. Box 7885 Madison, WI 53707-7885

Telephone: (608) 267-2206 Fax: (608) 267-2808

E-Mail: HEABmail@wisconsin.gov

Web Page: http://heab.wisconsin.gov

October 19, 2011

Wendy Hilvo Columbia College of Nursing 4225 N. Port Washington Road Glendale WI 53212

Dear Ms. Hilvo:

Your information has been received and reviewed and I am pleased to inform you that Columbia College of Nursing has been approved to participate in the Wisconsin Tuition Grant and Wisconsin Nursing Student Loan programs.

If you have any questions or concerns, please feel free to contact me by phone at (608) 267-2944 or sherrie.nelson@wisconsin.gov.

Sincerely,

Sherrie Nelson

Interim Administrator

Cc: Peter Zammuto Deanna Schulz

Nelson, Sherrie A - HEAB

From:

Hilvo, Wendy [Wendy.Hilvo@ccon.edu] Tuesday, August 09, 2011 7:44 PM

Sent: To:

Nelson, Sherrie A - HEAB

Subject:

State funding for Columbia College of Nursing

Attachments:

HLC Accreditation, Feb 2011.PDF; CCNE Accreditation.PDF; WI State Board of Nursing Approved Programs.pdf; image001.jpg; CES.pdf; 2011 2012 CCON SAP policy.pdf

Hi Sherrie-

Thank you for taking the time to chat with me this morning about the unique situation of Columbia College of Nursing (CCON). CCON has a joint BSN degree with Mount Mary College (MMC). The degree has both of our school's names on it, and students take the first two years of core courses at MMC, and the remaining two years of nursing courses at CCON. Up until now, MMC has processed all the federal and state aid for the students in our joint program. Now, CCON is processing financial aid for the students.

Due to our unique situation and the timing of this transition, MMC will be returning state money for TIP, WTG, WI Nursing student loan, Academic Excellence, etc for these nursing students since we are now processing the aid for the same students. My question is if there is any way that CCON can be allocated just those funds that MMC is returning—they would follow the student then, and the student would not be penalized due to our administrative change? I know that funds are allocated far in advance, and budget shortfalls and "W" codes for WTG have made funding difficult. I am just trying to help the students who were awarded funds be able to retain those funds for this school year.

Attached to this email are the items which are listed on the HEAB website for inclusion in state programs. If you need anything else, please feel free to let me know.

- * the school must have proof of state and federal non-profit tax status;
- * the school must be accredited through a federally accepted accrediting agency (HEAB recognizes the Higher Learning Commission of the Northcentral Association of Colleges and Schools);
- * the school must be a degree-granting institution;
- * the school must be Wisconsin based;
- * the school must have an approved Satisfactory Academic Progress (SAP) Policy in place;
- * the school must be eligible to participate in federal financial aid programs; and
- * the school must agree to follow all statutes, rules, policies and procedures outlined for HEAB programs.

The Columbia College of Nursing agrees to follow all statutes, rules, policies, and procedures outlined for HEAB programs.

The Columbia College of Nursing is approved to administer Federal Financial Aid, our OPEID # is 041594-00.

Thank you again for your time - I know how incredibly busy this time of year is.

Best Regards,

Wendy Hilvo

[cid:image001.jpg@01CC569C.7D781390]

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School	Educational Administrator	Program	City	Telephone Number
Alverno College		RN-Baccalaureate	Milwaukee	(262) 382-6277
Aiverno College	Margaret Rauschenberger, BSN, MSN	RN-Baccalaureate	Milwaukee	(414) 382-6276
Aurora University	Carmella Moran, RN, MSN, PHD	BSN Completion	Williams Bay	(630) 844-5132
Bellin College of Nursing	Connie Boerst, RN, MSN, EDD	RN-Baccalaureate	Green Bay	(920) 433-7950
Blackhawk Technical College	Ruth Wheaton-Cox, RN, MSN	PN/Associate Degree	Janesville	(608) 757-7678
Bryant and Stratton College	Elizabeth Markham, PHD, RN	Associate Degree	Milwaukee	(414) 302-7007 x505
Cardinal Stritch University	Ruth Waite, RN, PHD	Associate Degree	Milwaukee	(414) 410-4390
Cardinal Stritch University	Ruth Waite, RN, PHD	BSN Completion	Milwaukee	(414) 410-4390
Cardinal Stritch University	Linda M. Steiner	MSN Degree	Milwaukee	(414) 410-4062
Carroll University	Angela Brindowski, MSN, BSN, RN	RN-Baccalaureate	Waukesha	(262) 650-4927
Chippewa Valley Technical College	Linda Londre, RN, MSN	PN-Diploma	Eau Claire	(715) 833-6419
Chippewa Valley Technical College	Ellen Kirking, PHD, RN	PN/Associate Degree	Eau Claire	(715) 833-6419
College of Menominee Nation	Linda Taylor, PHD	PN/Associate Degree	Keshena	(800) 567-2344
College of Menominee Nation	Linda Taylor, PHD	RN/Associate Degree	Keshena	(800) 567-2345
Columbia College of Nursing/Mount Mary	Jill M. Winters, PHD, RN	RN-Baccalaureate	Milwaukee	(414) 961-4202
Concordia University Wisconsin	Ruth Gresley, PHD, RN, CNE	RN-Baccalaureate	Mednon	(262)243-4452
Concordia University Wisconsin	Ruth Gresley, PHD, RN, CNE	MSN & DNP Degrees	Mequon	(262)243-4452
Edaewood College	Margaret Noreiull, RN, PHD	RN-Baccalaureate	Madison	(608) 663-2292
Fox Valley Technical College	Carrie Thompson, RN, MSN	PN-Diploma	Appleton	(920) 831-4375
Fox Valley Technical College	Carrie Thompson, RN, MSN	PN/Associate Degree	Appleton	(920) 831-4375
Gateway Technical College	Diane Skewes, RN, MSN	PN/Associate Degree	Kenosha	(262) 564-2694
Herzina University	Tracy Seiler-Schultz, MSN, CNM, RN	PN/Associate Degree	Madison	(608) 395-3440
ac Courte Oreilles Ojibwe Community College	Carrie Orrigo, MSN, RN	Associate Degree	Hayward	(715) 634-4790 x170
akeshore Technical College	Marilyn Kaufmann, RNC, PHD	PN/Associate Degree	Cleveland	(920) 693-1661
Madison Area Technical College	Dian M. Polly, RN	PN-Diploma	Madison	(608) 246-6484
Madison Area Technical College	Barbara J. Clark, MSN, ANP	PN/Associate Degree	Madison	(608) 246-6674
Maranatha Baptist Bible College	Kelly Crum, RN, MSN	RN-Baccalaureate	Watertown	(920) 206-4043
Marian College	Julie Luetschwager, PhD, RN	RN-Baccalaureate	Fond du Lac	920-923-8094
Marguette University	Lea Acord, RN, PHD	RN-Baccalaureate	Milwaukee	(414) 288-3821
Mid-State Technical College	Mary Moss, MSN, EDD	PN/Associate Degree	Wis. Rapids	(715) 422-5510
Milwaukee Area Technical College	Nancy Vrabec, RN, PHD	PN-Diploma	Milwaukee	(414) 297-6241
Milwaukee Area Technical College	Nancy Vrabec, RNC, PHD	PN/Associate Degree	Milwaukee	(414) 297-6241
Milwaukee School of Engineering	Debra L. Jenks, RN, PHD	RN-Baccalaureate	Milwaukee	(414) 277-4516
Marciae Devictor Technical College	Kothy Von Berden MS ON CNIT	PN/Associate Degree	West Bend	(262) 335-5757

School	Educational Administrator	Program	City	Telephone Number
Nicolet Area Technical College	Lenore Mangles, RN, MSN	PN/Associate Degree	Rhinelander	(715) 365-4637
Northcentral Technical College	Debra Stencil, RN, MSN	PN/Associate Degree	Wausau	(715) 803-1356
Northeast Wisconsin Technical College	Kay Tupala, RN, MSN	PN/Associate Degree	Green Bay	(920) 498-5482
Rasmussen College	Sheryl Stogis, RN, Dr.PH	Associate Degree	Green Bay	(920) 593-8400
Silver Lake College	Katherine Siegler RN MSN	BSN Completion	Manitowoc	(715) 209-7828
Southwest Wisconsin Technical College	Kathleen Garrity, APN, MSN	PN-Diploma	Fennimore	(608) 822-2471
Southwest Wisconsin Technical College	Kathleen Garrity, APN, MSN	PN/Associate Degree	Fennimore	(608) 822-2471
University of Wisconsin-Eau Claire	Mary Zwygart-Stauffacher RN, PHD	RN-Baccalaureate	Eau Claire	(715) 836-4977
University of Wisconsin-Green Bay	Derryl E. Block, PHD, RN, MPH	BSN Completion	Green Bay	(920) 465-2365
University of Wisconsin-Madison	Katharyn May, RN	RN-Baccalaureate	Madison	(608) 263-5155
University of Wisconsin-Milwaukee	Sally Peck Lundeen, PHD, RN, FAAN	RN-Baccalaureate	Milwaukee	(414) 229–4189
University of Wisconsin-Oshkosh	Rosemary Smith, RN, PHD	RN-Baccalaureate	Oshkosh	(920) 424-3089
Viterbo University	Silvana Richardson, RN, PHD	RN-Baccalaureate	LaCrosse	(608) 796-3687
Waukesha County Technical College	Sandra A Stearns, RN, MSN	PN-Diploma	Pewaukee	(262) 691-5368
Waukesha County Technical College	Sandra A Steams, RN, MSN	PN/Associate Degree	Pewaukee	(262) 691-5368
Western Technical College	Patricia Formanek	PN-Diploma	LaCrosse	(608) 785-9196
Western Technical College	Patricia Formanek	PN/Associate Degree	LaCrosse	(608) 785-9168
Wisconsin Indianhead Technical College	Mary Ann Pebler, RN,MSN	PN/Associate Degree	Rice Lake	(715) 234-7082 x5275
Wisconsin Indianhead Technical College	Mary Ann Pebler, RN,MSN	PN/Associate Degree	Ashland	(715) 234-7082 x5275
Wiscensin Indianhead Technical College	Mary Ann Pebler, RN,MSN	PN/Associate Degree	New Richmond	(715) 234-7082 x5275
Wisconsin Indianhead Technical College	Mary Ann Pebler, RN,MSN	PN/Associate Degree	Superior	(715) 234-7082 x5275
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				Rev: 1-26-2011



February 25, 2011

Dr. Jill M. Winters Dean & CEO Columbia College of Nursing, Inc. 4225 N. Port Washington Road Glendale, WI 53212

Dear Dr. Winters:

This letter is formal notification of the action taken concerning Columbia College of Nursing, Inc. by The Higher Learning Commission. At its meeting on February 21, 2011, the Institutional Actions Council (IAC) voted to extend your accreditation to include the Bachelor of Science in Nursing degree. The SAS is a summary of your organization's ongoing relationship with the Commission.

I have enclosed your institution's Statement of Affiliation Status (SAS) and Organizational Profile (OP). The OP is generated from data you provided in your most recent Annual Institutional Data Update. The SAS is a summary of your organization's ongoing relationship with the Commission. If the current Commission action included changes to the demographic, location, or distance education information you reported in your Annual Institutional Data Update, we have made the changes on the Organizational Profile. No other organizational information was changed.

The attached Statement of Affiliation Status and Organizational Profile will be posted to the Commission Web site on Monday, March 7. If you have questions about these documents, please contact Andrew C. Lootens-White, your staff liaison before Friday, March 4. Information about notifying the public of this action is found in Chapter 8.3-3 and 8.3-4 of the *Handbook of Accreditation*, Third Edition.

Please be aware of Commission policy on planned or proposed organizational changes that require Commission action before their initiation. You will find the Commission's change policy at neahle.org/information-for-institutions/institutional-change.html. If you have questions about how planned institutional changes might affect your relationship with the Commission, please write or call Andrew C. Lootens-White.

On behalf of the Board of Trustees, I thank you and your associates for your cooperation.

Sincerely,

Sylvia Manning President

Sylvia Manning

Enclosure:

Statement of Affiliation Status

Organizational Profile

ce:

Evaluation Team Members



The Higher Learning Commission

230 S. LaSalle St., Suite 7-500 Chicago, IL 60604-1413

NGA Higher Learning Commission Chicago, Illinois 60602-2504 | 312-263-0456 www.ncahigherlearningcommission.org

STATEMENT OF AFFILIATION STATUS

COLUMBIA COLLEGE OF NURSING, INC. 4225 N. Port Washington Road Glendale, WI 53212

Affiliation Status; Candidate: 1984

Accreditation: (1988-.)

PEAO PARTICIPANT

Nature of Organization

Legal Status:

Private NFP

Degrees Awarded:

B

Conditions of Affiliation:

Stipulations on Affiliation Status:

Programs are limited to the Bachelor of Science in Nursing where the general education courses are transferred in from other institutions.

Approval of New Additional Locations:

Prior Commission approval required.

Approval of Distance and Correspondence

Courses and Programs:

New Commission policy on institutional change became effective July 1, 2010. Some aspects of the change processes affecting distance delivered courses and programs are still being finalized. This entry will be updated in early 2011 to reflect current policy. In the meantime, see the Commission's Web site for information on seeking approval of distance education courses and programs.

Reports Required:

Monitoring Report: 02/01/2011; A report on addressing strategic planning/mission, curriculum revisions, and assessment plan. Report received 02/01/2011. Monitoring Report: 10/01/2011; A report 1) to ensure full compliance with federal requirements and 2) secure a comprehensive enrollment plan with projected budget implications and description of planned resources.

Other Visits Scheduled:

None,

Summary of Commission Review

Year of Last Comprehensive Evaluation:

2007 - 2008

Year for Next Comprehensive Evaluation:

2014 - 2015

Date of Last Action;

02/21/2011



State of Wisconsin • DEPARTMENT OF REVENUE

2135 RIMROCK RD PO BOX 8949 MADISON,WI 53708-8949 PHONE: 608-266-2776 FAX: 608-267-1030 TTY: 608-267-1049 EMAIL: sales10@dor.state.wi.us WEBSITE: www.revenue.wi.gov

February 14, 2011 Letter ID: L1930553024 Batch Index: 1354410496-65

ATTN DIRECTOR OF ACCOUNTING COLUMBIA COLLEGE OF NURSING INC 4425 N PT WASH RD STOP 1 GLENDALE WI 53212-1099

This is your Wisconsin Sales and Use Tax Certificate of Exempt Status (CES). Purchases made by your organization or entity are taxable unless you provide a properly completed Wisconsin Sales and Use Tax Exemption Certificate (Form S-211), listing the CES number shown below, to your supplier(s).

If your organization makes sales, they may be subject to sales tax collection and you may be required to obtain a Seller's Permit. Information regarding registration requirements can be found in our Publication 206, Sales Tax Exemption for Nonprofit Organizations.

Forms and Publications can be obtained through our web site at www.revenue.wi.gov or through our forms ordering line at (608) 266-1961. Many questions can be answered by reviewing the FAQ pages on our web site. You may also contact us by telephone at (608) 266-2776 or by email at sales10@revenue.wi.gov.

WISCONSIN SALES AND USE TAX CERTIFICATE OF EXEMPT STATUS (CES)

(Governmental, Religious, Charitable, Scientific or Educational Organization)

Sales to this organization or entity are exempt from Wisconsin sales and use tax under sec. 77.54(9a) and 77.55(1), Wis. Stats.

This certificate is valid unless cancelled by the Wisconsin Department of Revenue.

ATTN DIRECTOR OF ACCOUNTING COLUMBIA COLLEGE OF NURSING INC 4425 N PT WASH RD STOP 1 GLENDALE WI 53212-1099

CES NUMBER	•	
•	037449	
DATE ISSUED		
	6/25/1993	

IMPORTANT:

Purchases made by your organization are taxable unless you furnish your supplier with the CES number shown above. Sales by your organization may be subject to tex. If your organization makes taxable sales, it may be required to obtain a seller's permit and remit sales tex to the Department of Revenue.

Questions: Contact the Department of Revenue by telephone at (608) 266-2776, FAX (608) 267-1030, E-mail sales10@revenue.wi.gov, or at our Web site www.revenue.wi.gov

WNPAS - atL015 (R.01/08)



American Association of Colleges of Nursing



CCNE Accreditation

CCNE-Accredited Nursing Degree Programs

WISCONSIN

Alverno College Milwaukee, Wi

Initial Accreditation Date: Most Recent Accreditation Date: Accreditation Term Expires: Last On-Site Evaluation: Next On-Site Evaluation: http://www.alverno.edu

Baccalaureate February 24, 1998 March 26, 2009 December 31, 2019 March 2009 Spring 2019

Master's October 13, 2007 October 13, 2007 December 31, 2012 February 2007 Spring 2012

Bellin College Green Bay, Wi

Initial Accreditation Date:
Most Recent Accreditation Date:
Accreditation Term Expires:
Last On-Site Evaluation:
Next On-Site Evaluation:
http://www.bellincollege.edu

Baccalaureate October 3, 2003 September 27, 2008 December 31, 2018 April 2008 Spring 2018

Master's October 28, 2006 September 27, 2008 December 31, 2018 April 2008 Spring 2018

Cardinal Stritch University Milwaukee, WI

Initial Accreditation Date:
Most Recent Accreditation Date:
Accreditation Term Expires:
Last On-Site Evaluation:
Next On-Site Evaluation:
http://www.stritch.edu

Baccalaureate March 5, 2003 March 5, 2003 June 30, 2013 October 2002 Fall 2012

Carroll University Waukesha, WI

Initial Accreditation Date:
Most Recent Accreditation Date:
Accreditation Term Expires:
Last On-Site Evaluation:
http://www.carrollu.edu

Baccalaureate September 29, 2005 April 12, 2010 December 31, 2020 April 2010 Spring 2020

Columbia College of Nursing Glendale, Wi

Initial Accreditation Date:
Most Recent Accreditation Date:
Accreditation Term Expires:
Last On-Site Evaluation:
Next On-Site Evaluation:
http://www.ccon.edu

Baccalaureate November 10, 2010 November 10, 2010 June 30, 2016 November 2010 Fall 2015

Concordia University Wisconsin Mequon, WI

Initial Accreditation Date: Most Recent Accreditation Date: Accreditation Term Expires: Last On-Site Evaluation: Next On-Site Evaluation: http://www.cuw.edu

Baccalaureate September 25, 1999 October 9, 2004 December 31, 2014 February 2004 Spring 2014 Master's September 25, 1999 October 9, 2004 December 31, 2014 February 2004 Spring 2014

Doctor of Nursing Practice March 29, 2010 March 29, 2010 December 31, 2015 March 2010 Spring 2015

Edgewood College

Madison, WI

Initial Accreditation Date:
Most Recent Accreditation Date:
Accreditation Term Expires:
Last On-Site Evaluation:
Next On-Site Evaluation:
http://www.edgewood.edu

Baccalaureate April 21, 1998 April 1, 2009 December 31, 2019 April 2009 Spring 2019

Master's April 21, 1998 October 9, 2004 December 31, 2014 April 2004 Spring 2014

Marian University of Fond du Lac

Fond du Lac, WI

Initial Accreditation Date:
Most Recent Accreditation Date:
Accreditation Term Expires:
Last On-Site Evaluation:
Next On-Site Evaluation:
http://www.marianuniversity.edu

Baccalaureate October 9, 2004 October 9, 2004 December 31, 2014 March 2004 Spring 2014

Master's October 9, 2004 March 2, 2009 December 31, 2019 March 2009 Spring 2019

Marquette University

Milwaukee, WI

Initial Accreditation Date: Most Recent Accreditation Date: Accreditation Term Expires: Last On-Site Evaluation: Next On-Site Evaluation: http://www.mu.edu Baccalaureate September 25, 1999 April 1, 2009 December 31, 2019 April 2009 Spring 2019

Master's September 25, 1999 April 1, 2009 December 31, 2019 April 2009 Spring 2019 Doctor of Nursing Practice April 1, 2009 April 1, 2009 December 31, 2014 April 2009 Spring 2014

Milwaukee School of Engineering

Milwaukee, WI

Initial Accreditation Date: Most Recent Accreditation Date: Accreditation Term Expires: Last On-Site Evaluation: Next On-Site Evaluation: http://www.msoe.edu Baccalaureate April 12, 1999 April 21, 2004 June 30, 2014 October 2003 Fall 2013

Silver Lake College of the Holy Family

Manitowec, WI

Initial Accreditation Date: Most Recent Accreditation Date: Accreditation Term Expires: Last On-Site Evaluation: Next On-Site Evaluation: http://www.si.edu Baccalaureate November 13, 2008 November 13, 2008 June 30, 2014 November 2008 Fall 2013

University of Wisconsin - Eau Claire

Eau Claire, Wi

Initial Accreditation Date:
Most Recent Accreditation Date:
Accreditation Term Expires:
Last On-Site Evaluation:
Next On-Site Evaluation:
http://www.uwec.edu/conhs/index.htm

Baccalaureate September 29, 2001 September 29, 2001 December 31, 2011 March 2001 Spring 2011 Master's September 29, 2001 September 29, 2001 December 31, 2011 March 2001 Spring 2011

University of Wisconsin - Green Bay Green Bay, Wil

Initial Accreditation Date: Most Recent Accreditation Date: Accreditation Term Expires: Last On-Site Evaluation: Next On-Site Evaluation: http://www.uwgb.edu

Baccalaureate September 29, 2005 September 29, 2005 December 31, 2015 March 2005 Spring 2015

University of Wisconsin - Madison

Madison, Wi

Initial Accreditation Date: Most Recent Accreditation Date: Accreditation Term Expires: Last On-Site Evaluation: Next On-Site Evaluation: http://www.son.wisc.edu

Baccalaureate March 3, 2000 November 9, 2009 June 30, 2020 November 2009 Fall 2019

Master's March 3, 2000 November 9, 2009 June 30, 2020 November 2009 Fall 2019

University of Wisconsin - Milwaukee Milwaukee, WI

Initial Accreditation Date: Most Recent Accreditation Date: Accreditation Term Expires: Last On-Site Evaluation: Next On-Site Evaluation: http://www.uwm.edu

Baccalaureate March 3, 2000 October 12, 2009 June 30, 2020 October 2009 Fall 2019

Master's March 3, 2000 October 12, 2009 June 30, 2020 October 2009 Fall 2019

University of Wisconsin Oshkosh

Oshkosh, Wi

Initial Accreditation Date: Most Recent Accreditation Date: Accreditation Term Expires: Last On-Site Evaluation: Next On-Site Evaluation:

http://www.uwosh.edu/home_pages/colleges/con/

Baccalaureate September 22, 2000 April 19, 2010 December 31, 2020 April 2010 Spring 2020

Masters September 22, 2000 April 19, 2010 December 31, 2020 April 2010 Spring 2020

Viterbo University

LaCrosse, WI

Initial Accreditation Date: Most Recent Accreditation Date: Accreditation Term Expires: Last On-Sile Evaluation: Next On-Site Evaluation: http://www.viterbo.edu

Baccalaureate April 21, 2001 October 4, 2010 June 30, 2021 October 2010 Fall 2020

Master's April 21, 2001 April 8, 2006 June 30, 2016 October 2005 Fall 2015

Back to Accreditation Search

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Satisfactory Academic Progress

Federal regulations require institutions establish and apply reasonable standards of satisfactory progress for the purpose of the receipt of financial aid under Federal Title IV programs. These criteria will outline the definition of student progress towards the Bachelor of Science in Nursing Degree and the consequences to the student if progress is not achieved. The following criteria will be uniformly applied to all financial aid applicants in accordance with the Code of Federal Regulations section 668.16.

Quantitative Standards

Maximum Accumulation of Credits

The Bachelor of Science in Nursing program has a published standard credit load for completion. Students will not be eligible for financial aid for any credits that are attempted in excess of 150% of the standard credit load. Credits transferred into the College shall be included in the calculation of attempted and completed credits for each student in determining the total 150% timeframe. At the point when it is apparent that a student will not be able to complete the degree program in the required maximum timeframe, the student will be notified that they are no longer eligible for financial aid. In addition, students who have completed the course requirements for the BSN degree but have not been conferred the degree, are ineligible for further financial aid.

Example:

Program	Published Program Length	150% Credit Limit
Bachelor of Science in	124 (62 core credits and 62	186%
Nursing	CCON Nursing credits)	

Minimum Rate of Successful Course Completion

Students must earn at least 67% of the credits that they attempt. Satisfactory progress is checked once each academic year, at the end of Spring semester.

Example:

Credits Attempted	Minimum Necessary Credits Earned*
12	8
16	11

*Successful completion of credits is defined as a grade of A-C. Any other grade is not considered successful completion. Taking a Incomplete (1) is not considered successful completion; however, if a student successfully completes the course by the end of the following term and earns a passing grade, he or she may notify the financial aid office for potential re-evaluation.

Qualitative Standard

Minimum Grade Point Average

Students must maintain an acceptable cumulative grade point average (GPA) throughout the duration of their program. The minimum acceptable cumulative GPA is 2.00. A student's GPA is officially checked at the end of every academic year, after the Spring term concludes. A student's cumulative GPA is calculated using only those credits and grades earned at CCON.

The GPA is computed by multiplying the credit hours for each by the quality points earned for each grade received; the quality points for all courses recorded are totaled and this number is

divided by the total number of semester credits graded. All courses are included in this computation except those in which a grade of "W" (Withdrawal) is received. Grades of "D," "F," "I" (Incomplete), "UP" (Unsatisfactory Progress), or "A" (Audit) are not counted as earned credits.

For courses retaken by a student, the grade awarded for the course the first time it was taken remains on the transcript, but is only counted once in the GPA calculation.

Failure to Meet Satisfactory Academic Progress Standards

Quantitative & Qualitative

First Occurrence

Any student not meeting the minimum standards will be put on probation. Probation status is monitored by the Registrar and Financial Aid offices. The student will be notified of this status in writing. Students are eligible for financial aid during their semester of probation status.

Second Occurrence

If the student fails to meet Satisfactory Academic Progress standards at the conclusion of the probationary semester, they will be ineligible for financial aid for the subsequent semester. The student will be notified of this in writing. Eligibility can be regained by making Satisfactory Academic Progress during one additional semester at the expense of the student. Eligibility cannot be reinstated by simply sitting out for a semester, or

paying for a semester of classes without making satisfactory academic progress.

An appeal for reinstatement of financial aid requires a completed Satisfactory Academic Progress Appeal Form be submitted along with supporting documentation outlining how the student will meet graduation standards. The plan must be signed by either the academic advisor or academic dean. The appeal must be submitted to the Financial Aid Office within 15 days from the start of classes for the semester.

Appeals and Reinstatements

If a student loses eligibility for financial aid, they will have one semester to obtain a minimum 2.0 GPA and complete at least 67% of the courses attempted. The student must enroll in a minimum of 6 credits for that semester, at their own expense, and earn a cumulative GPA of at least 2.0. The student must notify the financial aid office once this has been achieved to see if eligibility for financial aid can be reinstated for that year.

If the student fails to achieve the minimum qualitative and quantitative standards, they will be administratively withdrawn from the program.

If the student wishes to appeal the loss of financial aid due to not meeting Satisfactory Academic Progress Requirements, the Satisfactory Academic Progress Appeal form must be filled out and returned to the Financial Aid Office within 15 days from the start of classes for the semester. All appeals must include an academic plan, signed by the academic advisor or academic dean, that outlines how a student is able to meet Satisfactory Academic Progress requirements in order to