



Membership of Reinstatement Committee

The 11-member Limited Entry Programs Reinstatement Committee is comprised of one voting member from each of the following areas. Members are nominated by the respective department chair/director and appointed by the dean for oneyear, renewable terms.

Chairperson

Academic Department Members:

Nursing

Health-Related Professions

Dental Sciences, Diagnostic & Rehabilitation Services

Biology

Mathematics

Secondary Members:

Health Programs Advising & Limited Entry Admissions

Health Sciences Classified/Professional Staff

CSN Academic Counselor

Student Conduct Officer

Health Sciences Student (in good standing) Ex

officio Members:

Dean, School of Health Sciences

Administrative Assistant IV, Dean's Office

I. Types of Withdrawal

- a. A student may be administratively withdrawn from a health science program for reasons of academic failure, unsatisfactory clinical performance, failure to meet key deadlines or program benchmarks or for professional misconduct (see below).
- b. A student may also voluntarily withdraw from a health science program.

II. Reinstatement

- a. Students who have completed any limited-entry program are exempt from this Reinstatement Policy.
- b. Students who have matriculated into any limited-entry program and who later exit that program in the first semester (whether administratively or voluntarily) are exempt from this reinstatement policy but are limited to one attempt at reapplication into the same program. Note: **Reapplication** is to enter in the first semester of the program.
- c. Students who have matriculated into any limited-entry program and who later exit that program (whether administratively or voluntarily) in the second to final semester must request reinstatement but are limited to one attempt at reinstatement into the same program. Note: **Reinstatement** is to enter in the second to final semester of the program.
 - i. No less than 30 days before the Reinstatement Committee meets.
- d. Subsequent reapplication and/or reinstatement requests are highly disfavored. However, a student may petition for subsequent (2nd) reapplication or reinstatement to the School of Health Sciences via the Reinstatement Process. These will be adjudicated on a case-by-case basis.
 - i. No less than 30 days before the Reinstatement Committee meets.
- e. Reinstatement occurs *at the level of the school, not to any individual program*. Even if a student withdraws from one program and chooses to pursue another Health Science program, s/he must request reinstatement.
- f. Returning to *the same program*
 - i. Students who re-enter in a subsequent semester are seated on a space-available basis.

- ii. If the number of approved re-entry students exceeds the space available, students will re-enter the program in the order of their applications/approvals or (if multiple simultaneous approvals) by random number assignment. The Office of the Dean will oversee the random number lottery.
 - iii. Each program may establish a reasonable timeframe in which an approved student can successfully re-enter before previously completed coursework is considered outdated.
 - iv. Additional conditions and/or restrictions may be required by individual programs.
 - v. The Reinstatement Committee will specify this deadline in its written determination. If a student does not successfully re-enter during that window of time (due to lack of space available), s/he must reapply for reinstatement so that the committee can consider his/her situation in the new context.
 - vi. The Committee may require that the student repeat certain coursework and may require that a student re-start the program from the beginning. Further, the committee may specify whether the student automatically qualifies to re-start or whether the student will be re-ranked for admission, subject to the prevailing selection criteria in effect at the time of reinstatement.
 - vii. The Committee may require that a student repeat clinical components or demonstrate competency through written or oral testing and/or psychomotor skill validation.
- g. Returning to *a different program*
- i. The Committee will discuss the circumstances surrounding the student's withdrawal from the School of Health Sciences to determine suitability and safety for reinstatement. Written recommendations from the respective program directors will be solicited and considered.
 - ii. If approved, the student will be advised to prepare and submit a limited entry application, subject to the deadlines and prevailing selection criteria in effect at the time of application. Limited Entry Admissions will not accept or process a reinstatement application without the Reinstatement Committee approval document.
 - iii. If denied, a student may appeal the Committee's decision to the Dean of the School of Health Sciences within 21 days of the receipt of the denial letter and, finally, to the Vice-President for Academic Affairs within 14 days of receipt of the Dean's letter. The decision of the Vice-President of Academic Affairs is final.
 - iv. The Committee may recommend that a student seek external support, counseling or other ancillary services to promote success after reinstatement.
 - v. The decision, requirements and recommendations are communicated to the student in writing. The Office of the Dean issues letters, which are delivered by U.S. Mail.

III. Egregious Professional Misconduct

- a. For situations that involve professional misconduct, the faculty, program director and department chair/director (in consultation with the Dean of Health Sciences) have discretion to determine if the precipitating incident is considered *egregious*.
- b. Examples include (but are not limited to) falsification of documentation, dishonesty, patient endangerment, alcohol or substance use on campus or in the clinical setting, etc.
- c. Egregious incidents are grounds for administrative withdrawal from the School of Health Sciences and are referred to CSN Student Conduct for follow-up.
- d. The subject student may pursue reinstatement to the School. If so, at its subsequent regularly scheduled meeting, the Reinstatement Committee will consider the situation, including any relevant update or imposed sanction from Student Conduct. The student may submit testimony (in writing or in person) and may be present for the initial discussion. S/he will then be excused from the room while the committee holds an executive session. A formal vote will be taken and recorded, and the student will subsequently be informed by the Dean of the outcome.
- e. The Committee may exercise any of the options within its regular purview. Additionally, the Committee may recommend that a student's reinstatement request be permanently denied.
- f. A student may appeal the Committee's decision to the Dean of the School of Health Sciences within 21 days of the receipt of the denial letter and, finally, to the Vice-President for Academic Affairs within 14 days of receipt of the Dean's letter. The decision of the Vice-President of Academic Affairs is final.
- g. Denied reinstatement to the School does not preclude the student's pursuit of education through another School at the College of Southern Nevada.