

Augustana University Nursing Program



Bachelor of Science in Nursing

**STUDENT HANDBOOK
2026-2027**

FOREWORD

This handbook is designed to assist you to understand the opportunities, rights and responsibilities which are yours as a nursing major at Augustana University. It contains a compilation of information relating to policies and procedures of the Nursing Program. If you have questions about the major which are not addressed in this handbook, feel free to contact a member of the Nursing Program faculty.

The program reserves the right to revise policies and procedures as deemed necessary to maintain academic integrity, compliance with regulatory standards, and alignment with best practices.

Please refer to the Augustana University Student Handbook and University catalog for information about services, policies, and regulations which relate to all students of the Augustana community.

Augustana University is required by federal law, 34 CFR 668.43, to provide students with a list of states where Augustana nursing graduates meet requirements for licensure. Refer to the State Licensure Notification (**Appendix M**) or the [Augustana University website](#) for more information.

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MISSION OF AUGUSTANA UNIVERSITY

Inspired by Lutheran scholarly tradition and the liberal arts, Augustana provides an education of enduring worth that challenges the intellect, fosters integrity and integrates faith with learning and service in a diverse world. The mission of Augustana is reflected by the following five core values: Christian, Liberal Arts, Excellence, Community, Service.

MISSION OF THE SCHOOL OF HEALTH PROFESSIONS

To promote interprofessional education and develop leaders through collaboration, cultivation of partnerships, and alignment of resources within a culture of innovation and professional excellence.

MISSION OF THE NURSING PROGRAM

The mission of the Augustana University Nursing Program is to prepare transformational leaders who practice in interprofessional environments. Graduates are poised to collaboratively address complex issues in an evolving healthcare environment through experiences that cultivate their personal, intellectual, and professional growth.

PHILOSOPHY OF THE NURSING PROGRAM

The philosophy of the Nursing Program is reflective of the values and beliefs of Augustana University. The program is centered around a Christian liberal arts education, which promotes both personal and professional growth. The discipline of nursing, as an art and science, holds timeless historical and theoretical perspectives that respond to the caring and healing needs of humanity. The nursing program's philosophical foundation is based upon blending a Christian liberal arts education with the core values of the nursing discipline.

Teaching-learning is a mutual process, requiring intentionality and shared responsibility, cultivating a spirit of inquiry. The search for truth requires living with ambiguity, as values and beliefs are challenged and scholarly endeavors explored by students and faculty.

The human community and universe are interconnected. Past, present, and future are integral, as we live in relationship with persons and all that surrounds us. Nursing is being, knowing, and acting with compassion and caring in evolving relationships. Nursing fosters the health, wholeness, and human potential of diverse individuals, communities, and/or populations. Living the art and science of nursing involves presence and honoring the perspective of another.

VALUES OF THE NURSING PROGRAM

The values of Augustana University provide the foundation that guides the Nursing Program. The values of the Nursing Program include the following:

Teaching/learning from a liberal arts perspective:

- Developing ethical competence
- Hearing the voice of others through relationship and presence
- Synthesizing the arts and science in practice
- Becoming a change agent

Living in community:

- Respecting human freedom, diversity, and uniqueness
- Collaborating with others
- Nurturing relationships
- Valuing the voices of community
- Responding to health issues
- Engaging in relationships that sustain all things

Cultivating excellence:

- Coaching creative thinking and innovative practice
- Fostering inquisitive exploration and reflective practice
- Wrestling with the unknown
- Engaging in the learning environment to build expertise
- Committing to lifelong learning

Developing transformational leadership:

- Collaborating interprofessionally to promote health and wellness
- Leading and practicing with integrity
- Engaging in social justice
- Advocating for responsive health policies and systems

Living faith in vocation:

- Respecting all beliefs
- Caring in the human health experience
- Honoring the search for meaning
- Responding with compassion
- Honoring creation

HISTORY OF THE NURSING PROGRAM AT AUGUSTANA UNIVERSITY

The University has offered a program of study for nursing since 1941. Initially, the program was five years in length, with three years spent in the diploma nursing program at Sioux Valley Hospital. The first and last year of this program were devoted to liberal studies at Augustana College. A degree in education or biology from Augustana was awarded to those who completed the program in addition to a diploma in nursing from Sioux Valley Hospital.

From 1952 until 1968, Augustana College contracted with South Dakota State University for nursing clinical courses. Augustana nursing majors took courses in liberal studies and courses foundational to nursing on the Augustana campus. Under a contractual arrangement with South Dakota State University, nursing students from Augustana took clinical nursing courses through South Dakota State University. A bachelor of science degree in nursing (BSN) was conferred upon completion of this program.

In 1964, at the recommendation of the National League for Nursing, Augustana College began a program of study for nursing in which both the theoretical and clinical components of the program were taught by Augustana College Department of Nursing faculty. The program was approved by the South Dakota Board of Nursing the same year. The first students graduated from this program in May 1968. Following completion of a departmental self-study, the program was initially accredited by the National League for Nursing (NLN) in 1969. The NLN remained the accrediting body until the first accreditation of the undergraduate program by the Commission on Collegiate Nursing Education (CCNE) in 2001.

In 1969, the blocked organization of the curriculum in ten separate courses was changed to an integrated curriculum in which courses were team taught. Beginning in 1971, Augustana College offered a single degree, the Bachelor of Arts and graduates of the nursing program received a Bachelor of Arts Degree with a major in nursing. Curricular revision initiated in 1973 resulted in moving nursing courses from the freshman and sophomore academic years to the summer session following the sophomore year. This was the first step towards an upper division major, which was implemented in the fall of 1977.

The late 1960s and early 1970s was a golden era for nursing, as federal funds were available to assist colleges to develop both curricula and facilities for nursing. The Department of Nursing at Augustana College was the recipient of a number of federal grants during that period of time. Curriculum development was enhanced through several project grants awarded to the Department of Nursing by the Division of Nursing of the U.S. Public Health Service. In 1967, a Public Health Growth Advancement project and a Mental Health Growth Advancement project were implemented to improve the integration of public health and mental health concepts into the nursing curriculum. In 1971-72, a federally-funded study was conducted, and an increased enrollment project, supported by federal capitation grants, was implemented from 1974 to 1981, resulting in an increase in annual graduate numbers from 46 in 1974 to 63 in 1981. From 1972 to 1982 capitation funds provided monies to acquire hard-and software for campus nursing laboratories, and a federally-funded three-year project was implemented from 1978 to 1981 to improve the care of elders.

In the mid-1970s an upward mobility option for registered nurses was implemented. Registered nurses were initially granted advanced placement through departmental challenge exams, and later a four-credit bridge course, Change: A Professional Challenge, was initiated to provide a transition for associate degree and diploma program graduates to baccalaureate nursing. After that, upward mobility students were integrated into the program on an individual basis. In 1985-86, significant curricular revisions were initiated which made it possible for RNs to complete the nursing major while working full- or part-time. The two integrated senior level courses of 10 credits each were restructured into three separate clinical courses and one non-clinical course.

Augustana's chapter of Sigma Theta Tau International (the international nursing honor society), Zeta Zeta, was chartered in 1982. Local nursing alumni have typically provided leadership for the chapter under the guidance of faculty counselors. Each spring Zeta Zeta chapter jointly sponsors a research and scholarship event for students, faculty, and the larger nursing community.

In 1985-86, computer (C) and writing (W) courses were designed and implemented within the nursing major. Related nursing curricular changes were the incorporation of computer-assisted instruction and the development of computer skills, including word processing and database navigation into nursing courses. Computer-based and other technological strategies have since been fully integrated into the curriculum.

In 1989, the nursing departments at Augustana College, The University of South Dakota (USD), and Sioux Valley Hospital formed a partnership called the Healing Web (Larson, 1992; Nelson, Howell, Larson, & Karpiuk, 2001). As a result of this partnership, a pilot project was implemented in which nursing students from the baccalaureate program at Augustana and from the associate degree program at USD had a shared clinical experience at Sioux Valley Hospital, based on differentiation of roles, shared values, and mutual respect. In 1993 the Healing Web project received the Lucile Petry Leone Award from the National League for Nursing in "recognition of a significant contribution to nursing education".

In 1997, a new undergraduate nursing curriculum was implemented with emphases on a nursing theory-based curriculum; community-based nursing practice; and a health-systems perspective focusing on emerging nursing care delivery models.

A 1989 survey of the Sioux Falls community and employers revealed a need for a graduate program in nursing targeted to working nontraditional students. Augustana College incorporated these findings in its strategic planning process (Report of the Academic Strategic Planning Task Force, Augustana College, December 1990) and the Department of Nursing developed a proposal for a Master's program in Nursing which included a core of liberal studies, a core of nursing courses, and a track in Advanced Nursing Practice in Emerging Health Care Systems. The Master's program in Nursing was approved in 1992 and was supported through an Advanced Nurse Education Training from the Bureau of Health Professions, U.S. Department of Health and Human Services, from 1995 until 2000. The program was fully accredited by CCNE (the Commission on Collegiate Nursing Education) in March 2000. A new track was added to the Master's in Nursing program in 2005 to prepare Clinical Nurse Leaders (CNL track). The first graduates completed the CNL program in the summer of 2009 and the final graduations were in 2011.

Revision and refinement of the undergraduate nursing curriculum is a continuous process. In 2007, two courses were moved to the sophomore level (NURS 200: Introduction to Professional Nursing and NURS 230: Pharmacotherapeutics). Following receipt of funding to participate in a national project in 2007, *Quality and Safety Education for Nursing (QSEN)*, the six competencies emphasized by QSEN were integrated in the curriculum: Safety, Patient-Centered Care, Evidence-Based Practice, Teamwork and Collaboration, Quality Improvement, and Nursing Informatics. Augustana's nursing department was one of 50 pilot programs in the country to receive QSEN funding. Through that funding and additional generous gifts to the department, a simulation lab was constructed in 2007 and teaching/learning strategies using high fidelity human patient simulation were developed and integrated into the curriculum. The plan of study for the most current undergraduate curriculum is included in the Nursing Student Handbook.

Leaders from Augustana's Nursing Department and Sanford USD Medical Center have been engaged in the creation of a transformational nursing education-practice partnership beginning in 2008. The Culture of Caring model engages students, faculty, staff nurses, and practice leaders in a new paradigm of clinical teaching-learning with joint ownership of the nursing educational enterprise and a shared commitment to excellence in nursing practice. The Culture of Caring Model has been published (Letcher & Nelson, 2014) and presented nationally and continues to inform both nursing education and nursing practice.

Gilbert Science Center, home to the Department of Nursing since 1966 was renovated and expanded from 2013 to 2014 into the Froiland Science Complex. During the construction process, the department was temporarily relocated to the Sioux Falls Seminary. In recognition of the institution's growing emphasis on graduate and international student education, as well as a commitment to greater

community relevance in its offerings, Augustana College was retitled Augustana University on September 1, 2015.

An accelerated pathway toward completion of the baccalaureate program in nursing was also implemented in 2014 for students who have completed an undergraduate degree in a non-nursing major. The core curriculum, previously referred to as “general education” or liberal arts requirements was modified, resulting in a decreased number of credits required for graduation (124) to more efficiently deliver a curriculum congruent with educational outcomes. The liberal arts core was restructured under the label of SOPHIA, the phonetic spelling of ΣΟΦΙΑ, the Greek word for wisdom.

In Spring 2016, Augustana University received approval for the Higher Learning Commission to change the nursing academic degree from a Bachelor of Arts in Nursing to a Bachelor of Science in Nursing.

An intensive curriculum review began in 2017 with review of professional standards and literature and faculty discussions. This resulted in revised mission, philosophy and values which were adopted in 2018 and program outcomes which were implemented in 2019. Departmental committee structures were formulated to align with accreditation requirements and to assess achievement of program outcomes using a program improvement plan. Major curriculum revisions included reviewing all course outcomes for congruence with the mission, philosophy and values and professional standards. The revised curriculum was operationalized beginning in 2020-2021.

In fall 2021 the Augustana Nursing Program was officially endorsed as a Holistic Nursing Program by the American Holistic Nurses Credentialing Corporation, the only college in South Dakota and one of only 17 schools in the nation. In fall 2022, the nursing program was awarded a federal grant funded by the U.S. Economic Development Administration to purchase \$440,000 in equipment and supplies for the nursing laboratories. The equipment was purchased and installed during the spring of 2023.

Viking Bold: The Journey to 2030 is the strategic plan designed to lead Augustana through 2030. In keeping with this plan, the University moved to a provost model of administrative structure in early 2020 and has developed new academic structures to facilitate growth and innovation. These structures include the establishment of a College of Arts and Sciences, and Schools of Education, Music, Business, and Health Professions. A faculty governance taskforce was charged with redesigning the faculty governance structure considering these changes. The Constitution of the Faculty was modified with a new council and committee structure implemented in the Fall of 2022.

Visioning for a Master of Science in Nursing (MSN) program began in 2019 by reviewing data from feasibility studies, alumni and employer surveys, and evaluation of current trends in the nursing profession. A program proposal for the MSN and Post-Graduate Certificate (PGC) programs with specialty tracks in Adult-Gerontology Acute Care Nurse Practitioner and Adult-Gerontology Clinical Nurse Specialist was developed in 2020-2021 with institutional approval in spring 2021. The South Dakota Board of Nursing Interim approval was obtained in August, 2021 followed by an onsite visit by the Higher Learning Commission in January 2022 which resulted in approval in March 2022. The MSN program launched in the fall of 2022 and the PGC program launched in the summer of 2023.

The MSN and PGC programs received full approval from the SD BON in August 2024. A successful CCNE on-site visit was held in September 2023 followed by full accreditation of the MSN and PGC programs. The verification in-person visit for the baccalaureate program was conducted at the same visit and it was determined that the program has satisfied all requirements.

References:

- Larson (1992). The healing web: A transformative model for nursing. *Nursing & Healthcare*, 13(5), 246-252.
- Letcher, D.C., & Nelson, M.L. (2014). Creating a culture of caring. *Journal of Nursing Administration*, 44(3), 175-186.
- Nelson, M.L., Howell, J.K., Larson, J.C., & Karpiuk, K.L. (2001). Student outcomes of the Healing Web: Evaluation of a transformative model for nursing education. *Journal of Nursing Education*, 40(9), 404-413.

AUGUSTANA UNIVERSITY– BACHELORS IN NURSING PROGRAM OUTCOMES

Utilizing critical thinking and a caring presence, the graduate will:

- 1. Integrate theories, concepts and research from the sciences, humanities and nursing as the foundation for clinical reasoning, reflective practice, and decision making.**
- 2. Use data to monitor the outcomes of care processes and use improvement methods to design and test changes to continuously improve the quality and safety of health care systems.**
- 3. Analyze systems within organizations and disseminate recommendations to promote safe quality care that minimizes risk of harm to patients and providers.**
- 4. Integrate current best evidence and professional standards into nursing practice with consideration of clinical expertise, patient preferences and values to improve patient outcomes.**
- 5. Incorporate information and technology to provide care, communicate, educate, manage knowledge, prevent error, and make critical decisions that optimize patient outcomes.**
- 6. Recognize the individual, family, group, community, and population as the source of control and full partner in providing holistic care based on respect for their preferences, values, and needs.**
- 7. Demonstrate responsiveness to the regulatory, financial, and political factors that influence the quality, cost effectiveness, and value of care within healthcare systems.**
- 8. Interact effectively with patients, families, and colleagues, fostering mutual respect and shared decision making to enhance patient satisfaction and health outcomes.**
- 9. Collaborate within nursing and interprofessional teams to foster open communication, mutual respect, and shared decision-making that influences the delivery of care in an evolving healthcare environment.**
- 10. Promote individual and population health, wellness, and disease prevention within complex environments.**
- 11. Demonstrate integrity and behaviors consistent with legal and ethical accountability, professional codes and standards, and social justice.**
- 12. Apply leadership and advocacy principles to collaboratively address complex issues in a diverse healthcare environment.**

POLICIES AND PROCEDURES

I. REQUIREMENTS FOR COMPLETION OF A BACHELOR OF SCIENCE IN NURSING

A. Graduation Requirements

1. Traditional students are required to complete one hundred twenty-four (124) credits for graduation. These 124 credits hours will include a minimum of forty-one (41) credits of general and elective courses, thirty-three (33) credits of prerequisite courses, and fifty (50) credits in the nursing major.
2. Post-baccalaureate students in the accelerated nursing program are required to complete thirty-three (33) credits of prerequisite courses and fifty (50) credits of nursing courses for graduation.
3. All nursing students are given a plan of study for completion of the Bachelor of Science in Nursing degree. **(Traditional - Appendix A and Accelerated – Appendix B).**
4. Student Location Policy: In compliance with federal regulations, Augustana University is required to share information with students about licensure prior to admission to programs that lead to certification or licensure. Information is shared according to student location, which the university has determined as the location in which the student is taking a majority of the courses within a program. (For example, for programs primarily delivered on campus, the student location would be Sioux Falls, SD, not the student's state of residency.) A student's location will be determined during the program application process. Students should notify the program of any location changes during the course of study.

B. General Education Requirements

1. The practice of nursing focuses on providing healthcare to individuals, families, groups and communities. Thus, each aspect of the person studied in the liberal arts core facilitates the student's understanding of self in relation to specific dimensions of humanity. This increases the breadth of understanding of self and persons who are the recipients of nursing care. Students must satisfy the same general education requirements as any other student at Augustana University. (See Augustana University catalog.)

C. Prerequisite Course Requirements for Upper Division (3000 level and higher) Nursing Major Courses

1. Required biological, physical and social science courses have been identified as prerequisite to nursing theory content and are required prior to enrollment in upper division nursing courses. Some of these courses also fill general education requirements.
2. A grade of C- or higher is required in all prerequisite courses. These courses include: Biology 1022, Biology 2020, Biology 2430, Chemistry 1020, Chemistry 1500, Math 1010 or higher, HLTH 1200, Sociology 1000, and Psychology 1120.
3. A grade of C or higher is required in NURS 2210 and NURS 2220:
 - a. NURS 2210 Foundations of Nursing Practice I is taken prior to or concurrently with the first semester of the 3000 level nursing courses
 - b. NURS 2200 Medical Terminology and NURS 2220 Pathophysiology are required for progression to the 3000 level nursing courses

4. All prerequisite courses must be taken for an A-F grade.

D. Transfer of Credits from Other Institutions

Prerequisite Courses

1. All chemistry and biology support courses must include a lab component.
2. The Augustana Registrar and Nursing Program will accept an AP college algebra course taken in High School as meeting the Sophia Core Curriculum math requirement. The Nursing Program reserves the right to have final say if the math course will count for the program math requirement.

Nursing Courses

1. Nursing credits being considered for transfer into the program must be taken within five (5) years from the date of enrollment in nursing courses at Augustana.
2. Transfer of nursing courses is based on review of syllabi by nursing faculty for equivalence to Augustana courses.
 - a. A maximum of 7 nursing credits will be allowed to transfer into the program
 - b. Courses that may be reviewed for transfer: NURS 2200 (1 credit), NURS 2220 (3 credits) and NURS 3330 (3 credits)

E. Upper Division Nursing Courses

1. Required upper division nursing courses include: Nursing 3320, 3311, 3330, 3340, 3350, 4410, 4420, 4430, 4441, 4450W, 4460, 4461 and 4470.
2. A general orientation to the upper division major courses will be scheduled in the spring of the sophomore year prior to beginning nursing courses in the fall of the junior year.
3. The upper division major is a full-time program of study.
4. Successful completion of nursing major courses in a given term is required for progression into the major courses for the following term.
5. Clinical nursing courses must be taken concurrently according to each semester's schedule.

II. ADMISSION OF STUDENTS TO THE TRADITIONAL NURSING MAJOR

A. Nursing Application

All students desiring to pursue a major in nursing must complete an application for admission to the nursing program (**Appendix C**). The online application can be obtained from the Office of Admission upon the student's initial application to Augustana University. The Nursing Program office has printed copies of the application available upon request. All nursing applications will be reviewed by the Nursing Program Admission/Progression Committee.

B. Early Admission Options

1. Criteria for early admission – Incoming freshmen
 - a. a high school GPA of 3.2 or above
 - b. a composite ACT score of 22 or above with no subscores less than 20 (ACT optional)
 - c. admission to Augustana University

2. Criteria for early admission – Augustana students who did not initially declare nursing major as an incoming freshman
 - a. a cumulative GPA of 3.0 or above
 - b. three prerequisite science courses successfully completed at Augustana
3. Criteria for early admission – transfer students
 - a. admission to Augustana University
 - b. a cumulative GPA of 3.2 or above
 - c. three (3) prerequisite science courses successfully completed
 - d. a plan of study in the academic file for completing remaining prerequisite courses at Augustana
4. Students must meet the same criteria as listed in the admission criteria (pg. 9) in order to maintain early admission status.

C. Admission Criteria to the Upper Division Nursing Major

1. Application Deadline

Nursing applications are due no later than February 15 of the calendar year in which the student desires to begin upper division nursing courses.

2. General Admission Criteria

All applicants must meet the following requirements:

a. Cumulative GPA

- Achieve a minimum cumulative GPA of 2.7 by the end of J-term preceding entry into the upper division nursing courses.
- Applicants who do not meet the 2.7 GPA by the end of J-term may be considered on a space-available basis after the spring and/or summer terms, if they achieve the required GPA by then.

b. Prerequisite Courses

- Complete the following prerequisite courses with a **grade of C- or higher**:
 - Biology 1022 Human Anatomy
 - Biology 2020 Human Physiology
 - Biology 2430 Introductory Microbiology
 - Chemistry 1020 Survey of General Chemistry
 - Chemistry 1500 Survey of Organic & Biochemistry
 - Math 1010 Quantitative Reasoning
 - Health 1200 Nutrition
 - Sociology 1000 Contemporary Society
 - Psychology 1120 Life-Span Human Development
- Complete the following prerequisite courses with a **grade of C or higher**:
 - NURS 2200 Medical Terminology
 - NURS 2220 Pathophysiology
- A student who is unsuccessful in three (3) required prerequisite courses will not be eligible to progress into the nursing major. This policy applies even if a student later repeats and successfully completes one or more of the prerequisite courses.

c. **Nursing-Specific Coursework**

Complete the following course with a **grade of C or higher**:

- NURS 2210 – Foundations of Nursing Practice I (nursing major course; may be taken prior to or concurrently with 3000-level courses)
 - Students not earning a C or higher in NURS 2210 should refer to the “Progression of Students in the Nursing Major” (pg. 12).

d. **Essential functional abilities**

- Certain sensory, psychomotor, cognitive, communication and behavioral/social abilities are essential for generalists to competently and safely practice nursing. For admission to and progression in the nursing program, a student must meet and maintain satisfactory demonstration of standards in these functional areas. (**Appendix D**)
- Course syllabi include the following statement: *Any students with disabilities who need reasonable accommodation in this course are encouraged to speak with the instructor as soon as possible.* The role of the faculty member will be to refer the student to the Student Success Center.

III. ADMISSION OF STUDENTS TO THE POST-BACCALAUREATE ACCELERATED NURSING MAJOR

1. Admission Information

- a. Bachelor's Degree from an accredited institution is required for admission
- b. Students must complete an online application for admission to Augustana University and the post-baccalaureate accelerated option. The application is located on NursingCAS. All nursing applications will be reviewed and acted upon by the Nursing Admission and Progression Committee.
- c. A waiting list for admission to the upper division nursing major will be prioritized by the Nursing Program Admission and Progression Committee.
- d. Applicants that received their Baccalaureate Degree from Augustana University with an overall GPA of 2.7 or higher will be given preference during the nursing admissions process.

2. Early Admission Option

- a. Criteria for early admission
 - 1) A final cumulative GPA of 3.5 from the applicant's degree institution
 - 2) Completion of three (3) prerequisite science courses with at least a grade of B in each of the courses. Prerequisite science courses are Bio 1022, Bio 2020, Bio 2430, Chem 1020, and Chem 1500.
 - 3) Early admission placement is dependent on space availability
 - 4) Students must meet the same criteria as listed in standard admission criteria (pg. 14)

3. Standard Admission Criteria to the upper division nursing major

Application Deadline

Nursing applications are due no later than February 15 of the calendar year in which the student desires to begin upper division nursing courses.

General Admission Criteria

All applicants must meet the following requirements:

a. Cumulative GPA

- A final cumulative GPA of at least a 2.7 from the applicant's degree institution.
- A final GPA of at least a 2.7 in all prerequisite courses.

b. Prerequisite Courses

- Complete the following prerequisite courses with a **grade of C- or higher**:
 - Biology 1022 Human Anatomy
 - Biology 2020 Human Physiology
 - Biology 2430 Introductory Microbiology
 - Chemistry 1020 Survey of General Chemistry
 - Chemistry 1500 Survey of Organic & Biochemistry
 - Math 1010 Quantitative Reasoning
 - Health 1200 Nutrition
 - Sociology 1000 Contemporary Society
 - Psychology 1120 Life-Span Human Development
- Complete the following prerequisite courses with a **grade of C or higher**:
 - NURS 2200 Medical Terminology
 - NURS 2220 Pathophysiology
- A student is allowed to repeat a maximum of **two** required prerequisite courses **one** time each. Students may repeat no more than two different prerequisite courses. Each of these courses may be repeated only once.

c. Nursing-Specific Coursework

Complete the following course with a **grade of C or higher**:

- NURS 2210 – Foundations of Nursing Practice I (nursing major course; may be taken prior to or concurrently with 3000-level courses)
 - Students not earning a C or higher in NURS 2210 should refer to the "Progression of Students in the Nursing Major" (pg. 12).

4. Essential functional abilities

- Certain sensory, psychomotor, cognitive, communication and behavioral/social abilities are essential for generalists to competently and safely practice nursing. For admission to and progression in the nursing program, a student must meet and maintain satisfactory demonstration of standards in these functional areas. (**Appendix D**)
- Course syllabi include the following statement: *Any students with disabilities who need reasonable accommodation in this course are*

encouraged to speak with the instructor as soon as possible. The role of the faculty member will be to refer the student to the Student Success Center.

IV. PROGRESSION OF STUDENTS IN THE NURSING MAJOR

- A. Progression into subsequent nursing courses or to graduation is contingent upon attaining a C or better (minimum of 74%) in both the theory and clinical portion of all preceding nursing courses and maintain at least a 2.7 cumulative GPA. A student who is failing a clinical course for unsafe practice may not withdraw from the course. Failure to maintain a cumulative GPA of 2.7 will result in program academic probation with evaluation at the end of the semester. Only one semester of program academic probation is allowed. Failure to increase the cumulative GPA to 2.7 during the probationary semester will result in a referral to the Nursing Admission and Progression Committee for review. This may result in a delay of progression and/or dismissal in the major.
- B. Any student who receives a final grade of less than C or an unsatisfactory in either the theory or clinical portion of a nursing course, will not be allowed to enroll in subsequent required nursing courses unless approval is received from the Nursing Program Admission/Progression Committee. If a student wishes to appeal a grade, they may refer to the Academic Grievance Procedure in the Augustana Undergraduate General Catalog.
- C. A student is allowed to repeat a maximum of one required nursing course one time.
- D. Unsatisfactory completion of a nursing course will necessitate the following actions:
 - 1. The student will meet with his/her advisor to develop a plan of study.
 - 2. The student will write a letter to the Nursing Program Admission and Progression Committee to request continuance in the major, including a proposed plan of study, reflection of previous courses and plan for success.
 - 3. The Nursing Admission and Progression Committee will consult with the course faculty and the student's advisor about the student's request. Continuance in the program will be contingent on space availability, recommendations from the student's advisor, course faculty and professional judgment of the Nursing Admission and Progression Committee.
 - 4. The Nursing Admission and Progression Committee reserves the right to require a nursing internship in the clinical area of the failed course.
 - 5. The Nursing Admission and Progression Committee reserves the right to call/convene a Professional Conduct Committee (**Appendix K**).
 - 6. Students seeking re-entry may be required to update their knowledge and validate their skills. This may result in additional coursework.
 - 7. The program of study must be completed within four years from the date the student was enrolled in an upper division (3000 level) nursing course.

V. ACADEMIC ADVISING

Each student enrolled at Augustana is assigned a faculty advisor. Advisors help students with academic and career planning and with other concerns related to students' university experience. Students at Augustana are encouraged to take advantage of the opportunity to develop a relationship with their advisor. A student must make an appointment with his/her academic advisor before registering for each term. Faculty members post hours when they will be available in their offices.

Nursing students may change advisors to another nursing faculty member at any time. If a student wishes to change advisors, he or she should contact the Nursing Program office staff to be reassigned to a new advisor.

VI. STUDENT RECORDS

Students may inspect and review their educational records as provided by the Family Educational Rights and Privacy Act of 1974 and related amendments.

See Augustana University Student Handbook for additional information regarding student records.

VII. TESTING AND GRADING

A. Assessment Technologies Institute (ATI) Standardized Testing

All students are required to take specific standardized tests as a part of the nursing curriculum. Proctored content examinations are required throughout the program and constitute 10% of the final theory grade for the courses in which they are administered. Students are required to take a non-proctored version of an exam by the date established by the course instructor to be eligible to sit for the proctored exam. ATI resources and course materials are used to facilitate student learning and assure success through individualized and systematic feedback of student progress.

In order for the results of the ATI exam to provide useful information to students and faculty, students are expected to study for each exam and strive to do their best. Faculty use exam results to evaluate overall student mastery of content areas and to evaluate the nursing program as a whole, frequently modifying courses based on student performance on the exams.

ATI Proctored Exam	Associated Course
Fundamentals	NURS 3311 Foundations of Nursing Practice II
Pharmacology	NURS 3340 Adult Health Nursing I
Pediatric Nursing	NURS 3350 Pediatric Nursing
Adult Medical Surgical	NURS 4441 Adult Health Nursing II
Maternal Newborn	NURS 4410 Maternal Newborn Nursing
Mental Health	NURS 4420 Behavioral Health Nursing
Community Health	NURS 4430 Community and Population Health Nursing
Leadership	NURS 4461 Transition to Leadership and Professional Practice II
Nutrition	NURS 4470 NCLEX Review
Comprehensive Predictor	NURS 4470 NCLEX Review

The total number of points for the ATI exam will vary from course to course based on the total number of theory points in a course; the ATI exam will always be weighted at 10% of total theory points. To determine the total number of points awarded to the ATI exam for a course, the student may use the following formula:

Formula: Total theory points in course x 0.10 = ATI points possible

Example: The course has 450 possible theory points.
 450 x 0.10 = 45 possible points for ATI exam

The ATI exam results provide students with a Proficiency Level ranking based on national normative data that predicts the student's likelihood of passing the NCLEX exam in the content areas covered by each exam. Proficiency Levels are defined as follows:

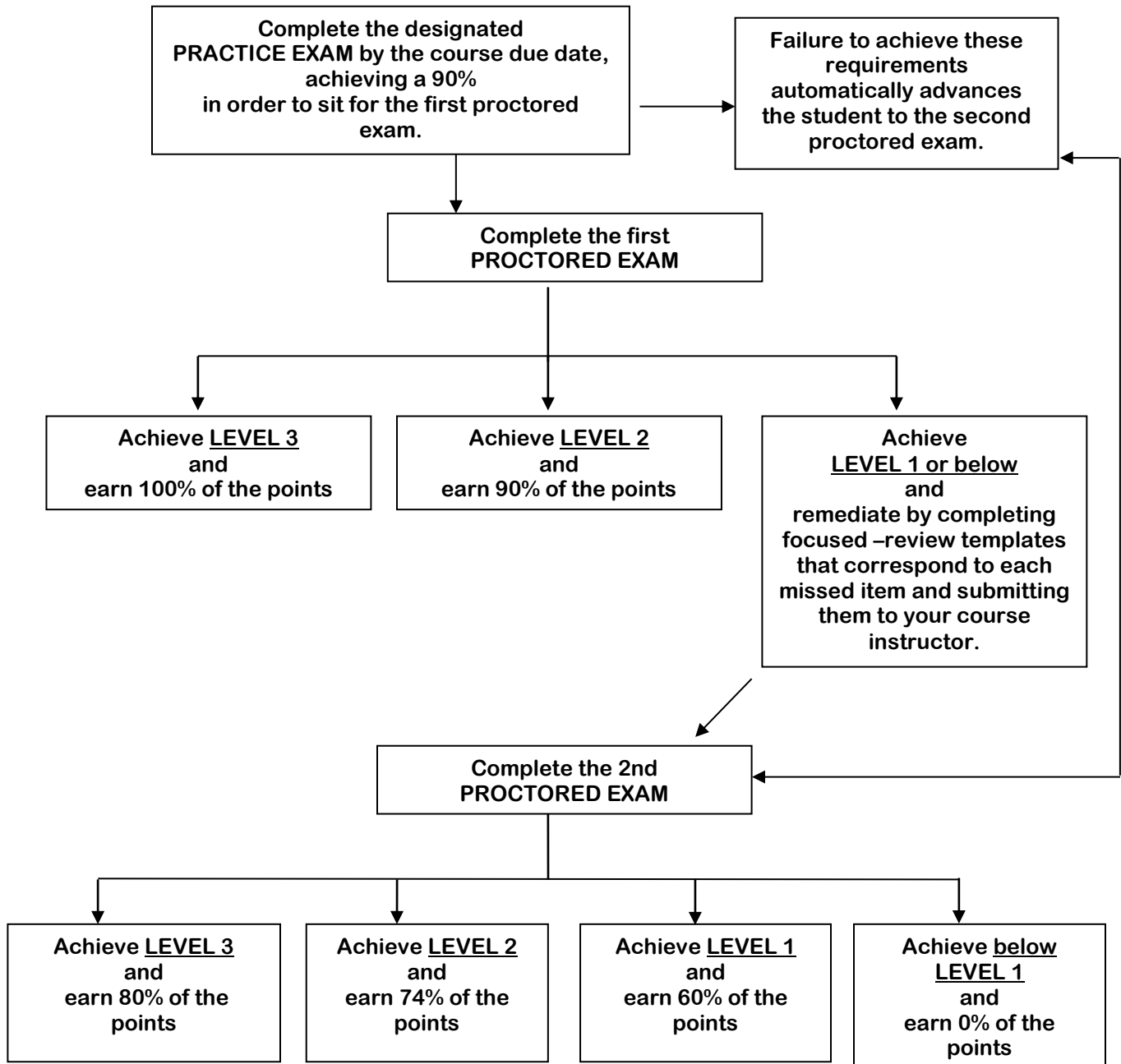
Level 3: Student is very likely to exceed NCLEX standards in this content area

Level 2: Student is fairly certain to meet NCLEX standards in this content area

Level 1: Student is likely to just meet NCLEX standards in this content area

Below Level 1: Student did not meet criterion established for the Proficiency 1 Level cut score

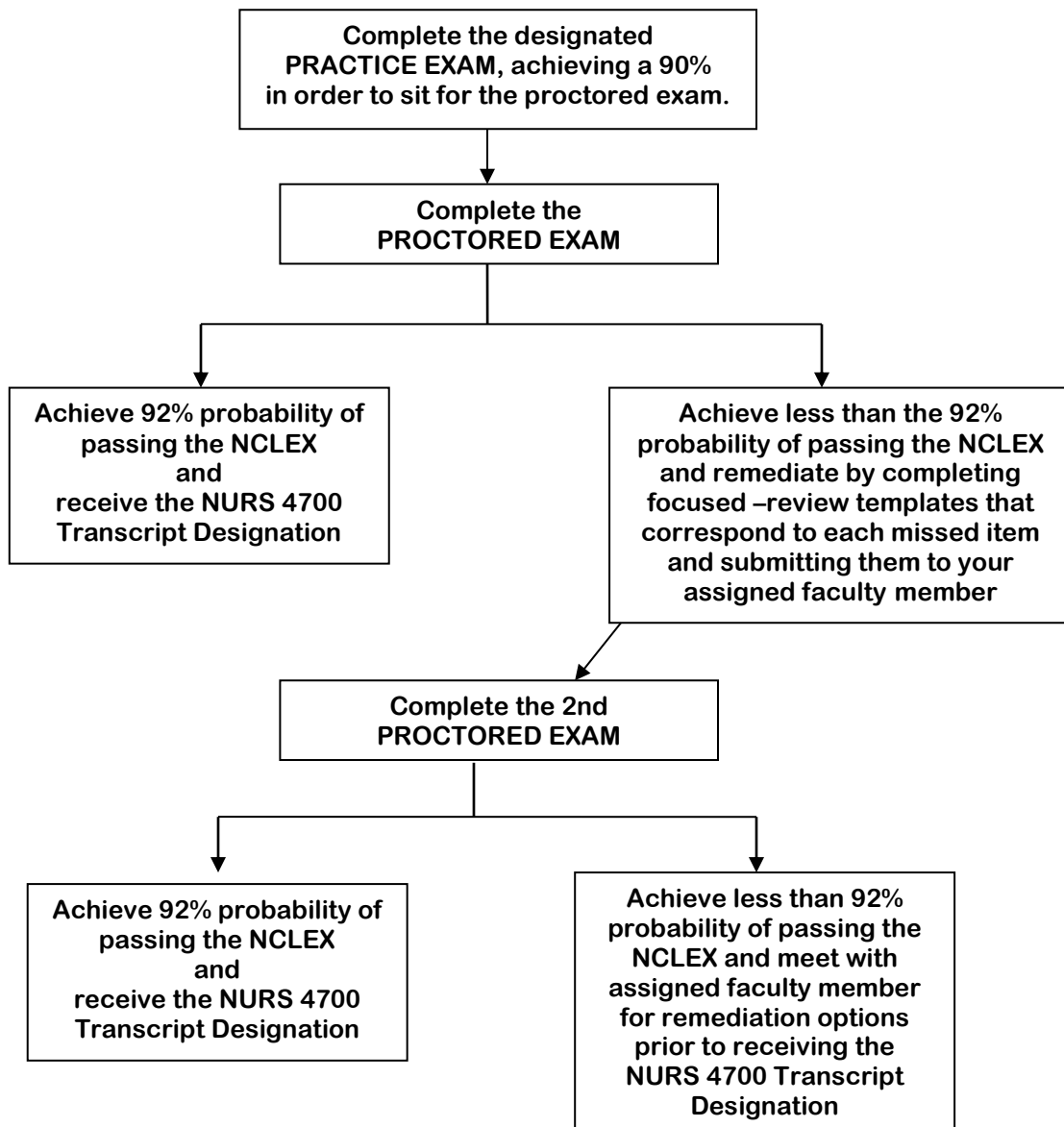
CONTENT ATI EXAM: Nursing Courses with an ATI Exam Assigned
ATI Exam = 10% of Course Theory Grade
(Reviewed 8/24)



Students are required to take the ATI Comprehensive Predictor exam during the final semester of the program to have their degree completion validated on their transcripts. The dates for the non-proctored and proctored versions of the exam are scheduled at the beginning of the final semester. Successful completion of the Comprehensive Predictor exam appears on student transcripts as NURS 4700.

If a student does not receive at least a 92% on the ATI Comprehensive Predictor exam, they are required to complete an individualized remediation plan. Following completion of the remediation plan, the student receives the transcript designation (NURS 4700).

COMPREHENSIVE ATI EXAM NURS 4700 Transcript Designation



B. Professional Behavior and Attendance Policy (pg. 25-26)

C. Grading Policy

Final grades for courses with a clinical component will be 75% theory and 25% clinical. Students must achieve a grade of at least a C (74%) in the theory portion of the course and the clinical portion of the course PRIOR to combining grades. The student must also receive a satisfactory for clinical performance. The following grades are used in the evaluation of academic achievement:

A+	100 - 98%	4.0 grade points		C-	73 – 70%	1.7 grade points
A	97 – 94%	4.0 grade points		D+	69 – 67%	1.3 grade points
A-	93 – 90%	3.7 grade points		D	66 – 64%	1.0 grade points
B+	89 – 87%	3.3 grade points		D-	63 – 60%	0.7 grade points
B	86 – 84%	3.0 grade points		F	60% and Below	0.0 grade points
B-	83 – 80%	2.7 grade points				
C+	79 – 77%	2.3 grade points				
C	76 – 74%	2.0 grade points				

S-U Satisfactory-Unsatisfactory; no grade points (not calculated into the GPA)

I Incomplete

IP Course in progress

V Indicated on the transcript for a successfully completed audit.

NOTE: Grade “I” is converted to “F” if not removed by the middle of the following semester. “IP” grades are given only for courses taken under the Independent Learning Program or special project courses requiring more than one semester to complete.

In calculating grades:

- Individual course exams/assignments will be recorded to two decimal points. These points will not be rounded as course points accumulate over the course of the semester.
- The final composite course grade will be rounded to the nearest whole number. For example, 93.67% will be recorded as a 94%, which is equivalent to a course grade of A. If the tenth place is less than .5, the grade will be recorded to the nearest whole number. For example, a 93.49% will be recorded as a 93%.

D. Confidentiality and Privacy Policy

1. Augustana nursing students are expected to respect all persons' rights to privacy, anonymity and confidentiality by:
 - Using only an initial for persons and places in papers and reports.
 - Listing qualifications or credentials to describe professional persons rather than names, unless specific permission has been granted to use the individual's name or the focus of the report is biographical.
 - Describing community agencies and institutions rather than referring to them by name unless doing a report specifically on the services offered by an institution or an agency.
 - Following the agency/institutional policies related to obtaining information from persons served by the agency/institution or from employees of the agency/institution.

- Providing all persons who share information related to a topic of study with verbal (and in some cases written) explanation of the purpose of the project/paper, how information they share will be used, and how confidentiality will be maintained.
- 2. The student must seek advisement from faculty as to how to report information that is personal or sensitive in nature to preserve anonymity.
- 3. Students who fail to adhere to the Confidentiality and Privacy policy will be required to meet with the appropriate course professor, advisor and/or Professional Education for Nursing Committee (**Appendix K**) regarding their progression in the nursing program. A Student Performance Improvement Report (**Appendix H**) may also be required.

E. Academic Dishonesty

Academic dishonesty is defined as any instance in which a student violates the rules of conduct issued by a nursing faculty member related to the taking of examinations and the submitting of written assignments and oral presentations. Plagiarism is defined as the presentation of someone else's words or ideas without giving credit to the creator. Students should refer to the current Augustana [Undergraduate Academic Catalog](#) and/or the Honor Code website for detailed information pertaining to the [University Honor Code's](#) rights, responsibilities and procedures. A Nursing Student Performance Improvement Report (**Appendix H**) may also be required.

F. Honor Pledge

Prior to exams, students are asked to read and sign the Honor Pledge (as follows):

*On my honor, I pledge that I have upheld the Honor Code,
and that the work I have done on this assignment has been honest,
and that the work of others in this class has, to the best of my
knowledge, been honest as well.*

The professor is responsible to have a follow-up discussion with any student who does not sign the Honor Pledge for the exam or who brings forward an academic integrity concern. The professor also acknowledges responsibility to further investigate any academic integrity policy complaint and proceed as deemed appropriate.

VIII. STUDENT RIGHTS AND REPRESENTATION

- A. First person communication is encouraged. All concerns should be brought to the course professor first. If the student feels unable to take the complaint to the course instructor, the concern may be taken to the Program Director. Refer to the [Academic Grievance Procedure](#) for next steps in the chain of communication.
- B. The education records of students are protected under the Family Educational Rights and Privacy Act (FERPA). (See current Augustana [Undergraduate Academic Catalog](#).) This Federal Act also obliges faculty to protect the confidentiality of student work, grades and evaluations.
- C. A student has the right to be heard by the Professional Conduct Committee (**Appendix K**) and to be represented by his/her academic advisor or appropriate designee in the event that questions or recommendations regarding that student's progression in the major are brought to the committee.

- D. Student representatives shall participate in Nursing Program faculty meetings and junior and senior level planning sessions.
 - 1. Program faculty meetings
 - a. Junior, senior and accelerated classes each elect a representative for attendance at program faculty meetings (one representative and one alternate from each class). These representatives are elected during the first week of the semester.
 - b. Faculty advisors are considered representatives for their assigned freshman and sophomore advisees. Freshman and sophomore students may be invited to attend planning sessions or program faculty meetings when deemed appropriate by faculty and/or students.
 - c. Student representatives participate in decision making concerning program policies and procedures.
 - d. Closed “executive sessions” for the faculty are held when discussions involve specific students or at the discretion of the Program Director.
 - 2. Planning meetings of teaching teams
 - a. One traditional and one accelerated junior level student are elected during the first week of the semester to serve as representatives at junior level planning meetings.
 - b. One traditional and one accelerated senior level student are elected during the first week of the semester to serve as representatives at senior level planning meetings.
 - c. One student from each level is elected as an alternate representative.

IX. STUDENT REQUIREMENTS AND POLICIES RELATED TO SAFETY AND HEALTH

A. Criminal Background Checks/Drug Screening

- 1. South Dakota law provides that any individual who has been convicted of a felony may be denied licensure to practice nursing in the state of South Dakota. A state and federal Criminal Background Check and a Drug Screen is required of every student prior to beginning the upper division nursing courses.
- 2. The purposes of the criminal background clearance and Drug Screen policy are:
 - a. To protect the public/client safety.
 - b. To identify elements in prospective students’ background that could cause them to be ineligible for licensure as a Registered Nurse.
 - c. To meet the requirements of clinical agencies with whom the University contracts for student clinical experiences.
- 3. Policy provisions
 - a. Students beginning the upper division nursing courses at Augustana University are required to complete criminal background check and drug screen clearance prior to their first clinical course.
 - b. Students with a criminal record will be counseled regarding the implications of their records as they relate to clinical experience opportunities, potential barriers to licensure, and the possibility of being unable to continue in the nursing program.
 - c. Students with a criminal record will typically be referred to the State Board of Nursing Disciplinary Representative to validate eligibility for licensure as a Registered Nurse in the state of South Dakota. The ultimate determination of a student’s eligibility to progress in the nursing program

at Augustana University will, however, rest with the Program of Nursing.

- d. Any student who has questions or concerns about the law or criminal background check should contact the Program Director and/or the South Dakota Board of Nursing.
4. A student that stops out of the program for at least one semester for any reason is required to complete a Criminal Background Recheck.

B. Reporting Pending Criminal Charges Policy (page 24)

C. Liability Insurance

Liability insurance is a requirement for each student in all clinical practice areas and in all clinical facilities. Liability insurance is covered by the University insurance policy. Augustana insurance does NOT cover student experiences in helicopter transport services.

D. Requirements and Policies Related to Nursing Students' Health

Immunizations must be up to date prior to entrance into clinical courses. Augustana University Nursing and our clinical partners reserve the right to withdraw a student who does not demonstrate compliance with vaccination and other health requirements.

1. Health requirements (Appendix E)

a. Physical examination

- 1) All students must complete a physical examination prior to the start of upper division clinical courses. This form must be completed, signed and dated by a physician, nurse practitioner or physician's assistant at the time of the physical exam. Physical exams must be completed within one year of starting the program.

b. Required Immunizations

- 1) Immunizations must be up to date prior to entrance into the upper division clinical nursing courses. These include:

- Measles, Mumps, Rubella (MMR). Two doses or titer.
- Adult TDap
- Varicella (chicken pox). Varicella titer or 2 doses of varicella immunization.
- Hepatitis B (vaccine x 3) and a positive Hepatitis B Titer (If negative, student must receive booster and/or repeat series before another titer is drawn. If the second titer is negative, documentation will be kept on file that the student is not immune).
- Tuberculosis Skin Test (TB). Proof of two TB skin tests within the previous 12 months. If a student has not had two TB skin tests within a 12-month period, a 2-step TB skin test or blood test is required.
 - Students are required to have an annual TB skin test or Tuberculosis Blood Test.
 - Students with a positive TB skin test need to provide documentation of the results of chest x-ray and treatment

(if necessary). The student will complete a symptom checklist annually.

- COVID Vaccination. It is recommended that students be fully vaccinated prior to starting clinical. Documentation of vaccination status will be requested upon admission to the program. If a student is completing clinical hours at an agency that requires COVID vaccinations, then documentation of vaccination will be required prior to the student beginning clinical hours. Unvaccinated students may request an exemption from a clinical agency's COVID vaccination requirement due to a sincerely held religious belief and/or a valid medical/disability reason. Students are responsible for requesting the exemption and providing the appropriate documentation. In the event a student fails to submit proper documentation by the specified date, the student may be withdrawn from the clinical course and not allowed to progress in the program.
 - Annual flu immunization is required and documentation must be provided to the nursing program.
 - Augustana does not have the responsibility or authority to advocate on behalf of a student requesting an exemption. The clinical agency may or may not allow the student to participate in clinical activities. Augustana does not have the authority to override the clinical agency's decisions regarding exemptions.
- c. BLS Certification for Healthcare Providers (adult/child/infant) endorsed by the American Heart Association or The American Red Cross. Students must provide the nursing program with a copy of their current BLS certification and keep this certification current during the duration of the nursing program.
- d. Healthcare workers are at a higher risk for developing latex sensitivity or a latex allergy due to frequent exposure to latex-containing products. There are varying degrees of latex allergies, ranging from skin irritation to life threatening anaphylaxis. Dry, itchy, irritated areas on the hands from wearing latex gloves, or exposure to the powders on the gloves, may be symptoms of a contact dermatitis rather than a latex allergy. The symptoms of latex allergy include skin rash, hives, flushing, itching, and nasal, eye or sinus symptoms and asthma. Individuals with a latex sensitivity or allergy are required to disclose this information to the nursing program, along with the type of reaction latex exposure causes (ex. Contact dermatitis, anaphylaxis, etc). Allergy information should be listed on the physical exam form and will be reviewed by the Admission Progression Committee. Students who have a latex allergy or sensitivity need to be aware that there is an increased risk of exposure to products that contain natural rubber latex in the classroom, laboratory, simulation and clinical setting. If one becomes allergic to latex, special precautions should be taken by the individual affected to prevent further exposure to latex.

Latex free environments are seldom available in either clinical or academic settings. The Augustana University nursing program purchases latex-safe supplies and equipment whenever possible. There is a reasonable possibility that despite the precautions taken by the Augustana nursing faculty to limit the presence of latex in the nursing simulation, laboratory and classroom spaces, there will be some exposure to latex. Students who are enrolled in the nursing program must be prepared to accept that risk. Therefore, an individual with a latex allergy/sensitivity wearing alternative vinyl or nitrile gloves is still exposed to latex residue of others working in the area or to latex present in supplies, equipment, models and mannequins. Although latex gloves are the most prominent source of latex allergen, many other products contain latex including, but not limited to:

- Blood pressure cuffs, medication vials, syringe connectors and wound drains
- Stethoscopes, catheters, respirators, and goggles
- Oral and nasal airways, surgical masks, and electrode pads
- Endotracheal tubes, syringes, IV tubing, and tourniquets
- Simulation mannequins, task trainers, and models
- Band-aids, tapes, and adhesives
- Donated equipment and supplies

If students develop symptoms of latex allergy, they need to take the following actions:

- Minimize further contact with latex-containing products.
 - Notify faculty and/or skills/simulation lab staff so that reasonable accommodations can be made to minimize risk for exposure.
 - See their health care provider for follow-up testing, care, recommendations to minimize exposure and development of a treatment plan in the case of a reaction. This care will be at the student's expense.
 - A medical clearance letter from the student's health care provider is required for continued participation in the clinical and campus lab experiences.
- e. Nursing students have an obligation to inform nursing faculty of any acute or chronic health conditions experienced by students which may affect clinical assignments.
- f. Students who do not meet all requirements and policies related to safety and health will not be allowed to begin clinical courses. Students are responsible for maintaining currency and providing documentation of requirements in order to progress in clinical courses. Medical or religious exemptions will be considered on an individual basis and are determined by clinical agency guidelines. The Nursing Program is required to maintain compliance of standards set forth by clinical practice partners.
- g. Incidents which may result in the injury of a student while providing client care include, but are not limited to: needle puncture wounds, accidental

falls or injuries while assisting a patient with mobility activities, cuts or abrasions from hospital equipment, and exposure to body fluids. The student shall inform the faculty member in the clinical area immediately following such an occurrence and follow established procedures for dealing with such accidents. The student assumes responsibility for expenses resulting from the need for medical care for such incidents.

2. Student exposure to infectious diseases (**Appendix F**) are minimized by using appropriate precautions. Should an exposure occur, the student should report the exposure to faculty and report to the appropriate facility for that clinical agency (i.e. employee health, emergency department, campus clinic, etc.). Treatment for the occurrence will be at the student's expense. The www.cdc.gov website outlines current treatment recommendations for infectious diseases such as HIV, Hep B, COVID, etc.
3. Alcoholic Beverage Policy
The possession and use of alcoholic beverages on the premises and at university sponsored functions is prohibited. Students should consult the [Augustana University Student Handbook](#) for additional clarification regarding alcohol-related standards and procedures. Behaviors which suggest the use of alcohol may also result in dismissal from clinical laboratory experiences and will more than likely result in further disciplinary action.
4. Drug Policy
The University prohibits the use, possession or distribution of illegal drugs. Students should consult the [Augustana University Student Handbook](#) for the University's complete drug policy.

For nursing majors, the use or possession of illegal drugs during any nursing-related on or off campus activities, including clinical experiences, is strictly prohibited. Evidence of drug possession or behaviors indicating drug use may result in immediate dismissal from the class and/or clinical experience, as well as additional disciplinary action within the nursing program. Such incidents may also be referred to the Augustana Nursing Admission and Progression Committee for review and further action.

X. STUDENT RESPONSIBILITIES IN NURSING COURSES

- A. Completion of Agreement to Program Policies (Appendix I) prior to the start of clinical experiences.**
- B. Completion of the Augustana University Nursing Program Simulation & Audiovisual Agreement (Appendix J)**
- C. Reporting Pending Criminal Charges Policy (page 24)**
- D. Professional Behavior and Attendance Policy (page 25-26)**
- E. Student Performance Improvement Policy (page 27)**

F. Dress Code Policy (page 28)

G. Special Fees for Nursing

1. A special fee for nursing students is assessed for both junior and senior level nursing courses. Fees may include the cost of course materials, name badges, standardized tests, clinical lab supplies, and nursing pin.
2. Fees will be established on a yearly basis by the Program Director and Health Sciences Program Manager of the Nursing Program.
3. Nursing students will be required to pay for a criminal background check, drug screen, and health-related program requirements.

H. Transportation

1. Each student is responsible for his/her own transportation for clinical experiences.
2. Transporting patients in the student's vehicle is not permitted.

I. Social Media Policy (Page 29)

**Augustana University
Nursing Program
Reporting Pending Criminal Charges**

Each student given final acceptance to the Augustana University Nursing Program has a continual obligation to report any criminal felony or misdemeanor (including drug and/or alcohol) charges pending against him/her.

Procedure:

- It is required that a written explanation of the pending charges be submitted to the Program Director of the Nursing program within 72 hours of the incident.
- A decision regarding the student's continued participation in clinical or patient experiences while the charges are pending will be made by the Program Director of the nursing program with faculty input. Classroom attendance may also be suspended.
- The student is responsible for keeping the Program Director informed as to the outcome of the charges with court documentation required within 72 hours of the judgment.
- The Nursing Admission and Progression Committee will review the case to determine whether the student will be permitted to continue in the program or be dismissed.
- The Nursing Admission and Progression Committee reserves the right to call/convene a Professional Conduct Committee (**Appendix K**).
- Failure to comply with any aspect of this policy may result in dismissal from the program.

Augustana University Nursing Program
Professional Behavior and Attendance Policy
(Revised Fall 2025)

It is essential that nursing students experience meaningful learning in the classroom, lab and in the clinical area to meet program outcomes. In each nursing course, all learning activities have been planned to provide each student with optimum exposure to theoretical content and practical experience. To ensure each student has the opportunity to participate in each planned learning activity and demonstrate satisfactory competency, attendance at each course session is therefore essential. Students are expected to be on time for class and clinical activities. Attendance, participation, and professional behavior (face-to-face or online) are required for all class and course activities. Refer to the Student Performance Improvement Report Policy for additional information (pg. 28). Students must comply with the current health and safety policies of Augustana University.

Classroom Policy:

- Attendance at all regularly scheduled meetings of a course is expected. Faculty will define classroom attendance expectations.
- Students must communicate with course faculty in advance of an absence in order for it to be authenticated as excused.
- No unexcused absences are permitted during the semester.
- A student shall be permitted to make-up required exercises and examinations missed as a result of absences when these are authenticated as excused.
 - The recognized grounds for excused absences are:
 - Illness or symptoms of communicable illness.
 - Absences due to Augustana sponsored activities (ex: athletics, music, performances, etc.) require notification and approval by the course instructor within a reasonable time prior to the absence.
 - Recognized religious holidays.
 - Severe inclement weather causing dangerous traveling conditions.
 - Circumstances such as serious family emergencies will be considered on an individual basis.
- Student tardiness of more than 10 minutes will be considered an unexcused classroom absence.
- Personal vacations outside of Augustana's scheduled breaks will be considered unexcused.
- A pattern of absences will result in a Student Performance Improvement Report (Appendix H).

Exam Policy

- **Exam attendance is mandatory.** Absence from a nursing course examination without prior notification to the course instructor will result in a zero for that exam. Students who arrive after the exam password has been distributed will forfeit their opportunity to take the exam.
- Circumstances such as illness or serious family emergencies will be considered on an individual basis.

Clinical Policy (*Clinical activities include skills labs, mandatory practice times, simulations, clinical engagement forums and scheduled clinical experiences*):

- Clinical attendance is mandatory.
- Excused and unexcused absences are at faculty discretion.
- Students must remain at the clinical facility for the entire clinical shift; leaving early or leaving and returning without prior course faculty permission is not permitted.
- If a student is ill or absent for any reason on a scheduled clinical day, they are required to alert both the course faculty and clinical adjunct faculty prior to their scheduled arrival time.
- Anticipated absences due to Augustana sponsored activities (ex: athletics, music, performances, etc.) require notification and approval by the individual course instructor within a reasonable time prior to the absence.
- For clinical success, a student is expected to:
 - Adhere to all standards, guidelines, and policies set forth by the university, nursing program, and clinical facilities, and consistently demonstrate professional conduct.
 - Complete assigned clinical assignment as directed.
 - Arrive on time to the experience.
 - Notify the course instructor and clinical faculty **prior** to the experience if unable to attend.
- If the student does not meet these expected behaviors, the following will occur:
 - Faculty will complete a Student Performance Improvement Report (pg. 27).
 - A 15% reduction of the student's final clinical grade. For example, if a student receives 95 out of 100 points, a 15% reduction ($95 \times 0.15 = 14.25$ points) results in a final score of 80.75 points (95 points - 14.25 points)
- A second clinical failure will result in failure of the clinical portion of the course, which will result in course failure.
- Makeup for absences from clinical laboratories is required prior to completion of the course. Make-up clinical experiences will be at the discretion of the course instructor. If a makeup day in the acute setting cannot be arranged, the student will be required to attend an alternate experience to be determined by course faculty.

Violation of any of the Testing Guidelines (**Appendix L**) or Professional Behavior and Attendance Policy raises concerns about accountability and sense of professional responsibility which could affect progression in the program, future evaluations and letters of reference. Failure to comply with these expectations may result in action on the part of the Professional Conduct Committee (**Appendix K**).

Augustana University Nursing Program Student Performance Improvement Report Policy

Policy:

- The Student Performance Improvement Report (**Appendix H**) will be used to document a violation of the Professional Behavior and Attendance Policy and/or Professional Standards of Conduct (**Appendix G**).
- The improvement report can be initiated by any faculty, adjunct faculty, or staff member within the Augustana Nursing Program.
- Documentation of one or more Student Performance Improvement Reports may be cause for dismissal from the Nursing Program.
- Three Student Performance Improvement Reports will automatically result in a referral to the Nursing Admission and Progression Committee. Improvement reports are cumulative throughout the program.

Procedure

- The student will be required to meet with the faculty member and/or the Program Director to review the Improvement Report.
- The student will complete a self-reflection to identify reasons for the violation and a plan to improve performance.
- Any Student Performance Improvement Report will be reviewed by the Junior and/or Senior level team.
- Any Student Performance Improvement Report leading to a recommendation of dismissal will be reviewed by the Augustana Nursing Admission & Progression Committee.
- The Nursing Admission and Progression Committee may move for dismissal followed by a nursing faculty vote and/or call/convene a Professional Conduct Committee meeting (**Appendix K**).
- The student will sign the Student Performance Improvement Report to verify understanding.
- The student will receive a copy of the written Student Performance Improvement Report form and a copy will be retained in the student's file.

Augustana University Nursing Program
Dress Code Policy
(Revised Fall 2025)

Students must adhere to the Augustana University Dress Code Policy and to the dress code of agencies utilized for clinical. This policy will be strictly enforced and failure to comply will result in dismissal from clinical experience, which leads to a clinical failure.

The required nursing uniform should only be worn for nursing-related events on campus and in the community. Neatness, cleanliness and modesty are of prime importance. The Augustana uniform consists of:

- Scrub pants or skirt and a licensed scrub top.
- Professional attire will be required for some course activities (refer to course syllabi).
- Augustana name badges must be worn in all clinical settings.
- Acceptable shoes for clinical:
 - Low top athletic shoes (i.e. Nike, Adidas, Asics)
 - Nursing uniform shoes (i.e. Dansko, SAS, Nursemates)
 - Must have closed toes and heels
 - Must be white, black, grey or navy. Small detail colors are okay (i.e. Nike swoosh)
- Unacceptable shoes for clinical:
 - Shoes that have an open-toe or heel (i.e. Flip flops, sandals)
 - All canvas shoes (i.e. Toms, Vans)
 - Shoes with excessive colors
- If desired, a student is able to wear a navy, grey or white long sleeve shirt with no visible markings under their scrub top and or a licensed lab jacket. Head coverings may be worn for cultural or religious reasons.
- Students must follow instructions provided by the Course Coordinator for clinical attire.
- All clinical uniform items must be laundered prior to each clinical shift to ensure compliance with infection control standards.

Hair, Nails and Accessories

- Hair must have natural color tones and be kept off the face and above the collar or pulled backed neatly.
- Fingernails should be kept clean and trimmed short. Artificial nails are not allowed for patient/client safety reasons. Clear nail polish only.
- The only acceptable accessories are: one pair of stud earrings per ear lobe, one plain ring on one finger, and a watch with a second hand.
- Tattoos must be covered in the clinical setting.

Professional Image

- Moderate use of make-up, with eye make-up kept to a minimum, is permissible.
- Clothing should be neat, clean, and adequately pressed.
- No perfume or cologne is to be worn.
- Gum chewing is not allowed in the clinical area.
- No cell phones or other personal electronic devices (including but not limited to smart watches) allowed in patient rooms or in clinical areas.
- To create and foster an optimal learning environment, only currently enrolled students shall be in attendance in clinical (i.e. no children, pets, or other distractors to the learning environment).

Augustana University Nursing Program
Social Media Policy/Electronic Media Policy
(Adopted 2/2012; Revised 8/25)

This policy outlines appropriate social media use for students in the nursing program to maintain professionalism, protect patient confidentiality, and uphold the integrity of the nursing profession.

Professionalism and Conduct:

1. Students must represent themselves and the nursing program in a professional and respectful manner when engaging on social media.
2. Harassment, discrimination, or unprofessional behavior on social media will not be tolerated.
3. Online contact with patients is considered unprofessional and personal relationships are discouraged.

Confidentiality and HIPAA Compliance

1. Never share patient information, images, or any identifying details on social media, even in private messages. This includes de-identified information that could be linked back to a patient.
2. Do not post about clinical sites, cases, patients, or faculty.

Program and Institutional Guidelines

1. Adhere to all university, institutional, and clinical site social media policies.
2. Students must not use the program's logo, faculty names, or institutional branding in a way that implies official endorsement.

Personal vs. Professional Accounts

1. Students are encouraged to maintain separate personal and professional accounts to protect their professional image. Even personal accounts should reflect professionalism, as content can impact future employment and licensure.

Consequences of Policy Violations

Failure to comply with this policy may result in disciplinary action, including but not limited to:

1. Completion of a Student Performance Improvement Report
2. Removal from clinical placements
3. Dismissal from the program

Reporting Violations

If a student becomes aware of a social media post that may violate this policy, they should report it to a faculty or program administration immediately.

XI. STUDENT ORGANIZATIONS WHICH RELATE TO NURSING

Nursing majors are encouraged to become involved in pre-professional organizations. Such involvement fosters the development of leadership abilities in the individual and strengthens commitment to ideals consistent with the philosophy and mission of Augustana University. Students can find information on Viking Central regarding the following organizations:

- A. Augustana Nursing Students' Association (ANSA)
Membership is comprised of students who have chosen nursing as a major. It serves as a chapter of the state (NSASD) and national (NSNA) organizations. The mission is to provide nursing majors the opportunity to network with others who are preparing for a career in nursing.

- B. Zeta Zeta Chapter of Sigma Theta Tau
Zeta Zeta is the local chapter of Sigma Theta Tau, international honor society for nursing. Seniors that have a cumulative GPA in the top 35% of their graduating class are eligible for induction. The purposes of the honor society are to recognize superior achievement, recognize the development of leadership qualities, foster high professional standards, encourage creative work and strengthen commitment to the ideals and purposes of the profession.

APPENDICES



Nursing Program – Sample Plan of Study

FRESHMAN			SOPHOMORE			JUNIOR			SENIOR		
Fall		Cr	Fall		Cr	Fall		Cr	Fall		Cr
FYSM 1100	First-Year Seminar	4	BIOL 2020	Human Physiology	4	NURS 3320*	Health Assessment	3	NURS 4430*	Community Health	4
BIOL 1100	Biology (1000 or 1100)	4	NURS 2210	Foundations of Nursing Practice I	3	NURS 3311*	Foundations of Nursing Practice II	5	NURS 4441*	Adult Health II	4
CHEM 1020	Survey of General Chemistry	4				NURS 3330*	Pharmacology	3	NURS 4450*	Research and EBP (W/E)	3
	Core or Electives			Core or Electives		NURS 2210*	Foundations of Nursing Practice I (only if needed)	3			
TOTAL			TOTAL			TOTAL			TOTAL		
Interim		Cr	Interim		Cr	Interim		Cr	Interim		Cr
			NURS 2210	Foundations of Nursing Practice I	3				NURS 4460*	Transition to Leadership I	3
TOTAL			TOTAL			TOTAL			TOTAL		
Spring		Cr	Spring		Cr	Spring		Cr	Spring		Cr
BIOL 1022	Human Anatomy	4	BIOL 2430	Intro to Microbiology	4	NURS 3340*	Adult Health I	4	NURS 4420*	Behavioral Health Nursing	4
CHEM 1500	Bio/Organic Chem	4	NURS 2220	Pathophysiology	3	NURS 3350*	Pediatric Nursing	3	NURS 4410*	Maternal Newborn Nursing	3
FYSM 1200	First-Year Seminar	1							NURS 4461*	Transition to Leadership II	4
	Core or Electives			Core or Electives			Core or Electives		NURS 4470*	NCLEX Review	1
TOTAL			TOTAL			TOTAL			TOTAL		
Summer		Cr	Summer		Cr	Prerequisites with Flexible Scheduling			SUMMARY OF CREDITS		
						□ NURS 2200 – Medical Terminology			Core & Electives =		41 cr.
						□ HLTH 1200 – Nutrition			Support Courses =		33 cr.
						□ MATH 1010 – Quantitative Reasoning			Nursing Major =		50 cr.
						□ PSYC 1120 – Life Span Development			Total Credits to Graduate =		124 cr.
						□ SOCI 1000 – Contemporary Society					
TOTAL			TOTAL								

(*) Courses must be taken in designated semester in order to complete the nursing courses in 2 years.

Core Requirements

Science of the Natural World (1): BIO 1000 or 1100 +

Social Science (2): SOCI 1000 and _____

First Year Experience (2): FYSM 1100 and FYSM 1200

Math & Quant. Reasoning (1): MATH 1010

Languages (2 sequential courses):

_____ and _____

Christian Tradition (1): _____

Writing Component "W" (2 courses):

N4450 and _____

Communication Component "C" (1 course): _____

Ethics Component "E" (1 course): N4450

Six of the Eight Following Requirements:

The U.S. Experience (1): _____

Literature (1): _____

Western Tradition (1): _____

Religious Trad. & Theol. Conver. (1): _____

Well-Being (1): PSYC 1120

Scientific Intersections & Impacts (1): N4450

Arts (1): _____

Non-western Societies (1): _____

+ Prerequisite for BIOL 2020

Required Support Courses

Sequential Courses

BIOL 1022—Human Anatomy

BIOL 2020—Human Physiology

BIOL 2430—Intro to Microbiology

CHEM 1020—Survey of General Chemistry

CHEM 1500—Intro to Organic/Biochemistry

Flexible Scheduling Options

NURS 2200 – Medical Terminology

HLTH 1200 – Nutrition

MATH 1010 – Quantitative Reasoning

PSYC 1120 – Life Span Development

SOCI 1000 – Contemporary Society

PSYC/Econ 270—Statistics (Recommended)

All required support courses must be completed prior to beginning upper division clinical courses.

Nursing Major

N2210	Foundations of Nursing Practice I	3
N2220	Pathophysiology	3
N3320	Health Assessment	3
N3311	Foundations of Nursing Practice II	5
N3330	Pharmacology	3
N3340	Adult Health Nursing I	4
N3350	Pediatric Nursing	3
N4410	Maternal Newborn Nursing	3
N4420	Behavioral Health Nursing	4
N4430	Community and Population Health Nursing	4
N4441	Adult Health Nursing II	4
N4450	Research and EBP in Nursing	3
N4460	Transition to Leadership and Professional Practice I	3
N4461	Transition to Leadership and Professional Practice II	4
N4470	NCLEX Review	1



**AUGUSTANA UNIVERSITY NURSING PROGRAM
ACCELERATED PROGRAM PLAN OF STUDY**

FALL 1

NURS 2210	Foundations of Nursing Practice I	3 credits
NURS 3320	Health Assessment	3 credits
NURS 3311	Foundations of Nursing Practice II	5 credits
NURS 3330	Pharmacology	3 credits
TOTAL CREDITS		14 credits

INTERIM

NURS 3350	Pediatric Nursing	3 credits
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SPRING

NURS 3340	Adult Health Nursing I	4 credits
NURS 4420	Behavioral Health Nursing	4 credits
NURS 4450	Research and EBP in Nursing	3 credits
TOTAL CREDITS		11 credits

SUMMER

NURS 4410	Maternal Newborn Nursing	3 credits
NURS 4460	Transition to Leadership and Professional Practice I	3 credits
TOTAL CREDITS		6 credits

FALL 2

NURS 4430	Community and Population Health Nursing	4 credits
NURS 4441	Adult Health Nursing II	4 credits
NURS 4461	Transition to Leadership and Professional Practice II	4 credits
NURS 4470	NCLEX Review	1 credit
TOTAL CREDITS		13 credits

TOTAL REQUIRED CREDITS TO COMPLETE ACCELERATED NURSING PROGRAM

47 nursing credits

The following pre-requisite courses must be completed prior to beginning upper division clinical courses:

Course Number	Course Title	Credit Hours
BIOL 1022	Human Anatomy with lab	4
BIOL 2020	Human Physiology with lab	4
BIOL 2430	Introductory Microbiology with lab	4
CHEM 1020	Survey of General Chemistry	4
CHEM 1500	Survey of Organic and Biochemistry with lab	4
NURS 2200	Medical Terminology	1
HLTH 1200	Nutrition	3
SOCI 1000	Contemporary Society	3
MATH 1010	Quantitative Reasoning	3
PSYC 1120	Life-Span Human Development	3
NURS 2220	Pathophysiology (Offered at Augustana face to face every Spring semester and online in the Summer semester)	3

Pre-requisite courses taken at another institution will require a transcript analysis to determine course equivalencies.

Nursing courses must be taken in the designated term in order to complete the program in 16 months.



**APPLICATION FOR ADMISSION TO THE AUGUSTANA UNIVERSITY
TRADITIONAL NURSING PROGRAM**

Please complete the information below, print and return this form to:

* Augustana University Nursing Program * 2001 S. Summit Ave. * Sioux Falls, SD 57197

Name _____ Augustana Student ID: _____

Address, City, St, Zip _____

Telephone (_____) _____ E-mail _____

Year of High School Graduation _____ Expected year of graduation from Augustana _____

If you have ever been enrolled in another Nursing program, Augustana Nursing will require a reference from that program. Augustana will send them a reference form to complete. Please provide the contact information for your Nursing Advisor or the Program Director. Please list previously attended program here and provide name, phone and e-mail address for the contact:

_____ Please mark an x in the blank if you waive your right to review this reference.

Transfer Students: Institution(s): _____

The following pre-requisite courses must be successfully completed prior to beginning upper division nursing clinical courses. Please indicate courses (if any) you have completed.

- _____ BIOL 1022 Human Anatomy (4 credits; must include a lab component)
- _____ BIOL 2020 Human Physiology (4 credits; must include a lab component)
- _____ BIOL 2430 Introductory Microbiology (4 credits; must include a lab component)
- _____ CHEM 1020 Survey of General Chemistry (4 credits; must include a lab component)
- _____ CHEM 1500 Survey of Organic and Biochemistry (4 credits; must include a lab component)
- _____ HLTH 1200 Nutrition – 3 credits
- _____ NURS 2200 Medical Terminology – 1 credit
- _____ SOCI 1000 Contemporary Sociology – 3 credits
- _____ MATH 1010 Quantitative Reasoning – 3 credits
- _____ PSYC 1120 Life-Span Human Development – 3 credits
- _____ NURS 2220 Pathophysiology – 3 credits

If the pre-requisite courses are taken at another college or university, a transcript analysis will determine course equivalencies.

(Over)

1. I understand that if I am offered a seat in the Augustana BSN program, I will be required to successfully complete a Criminal Background Check and Drug Screen from an Augustana University approved vendor. I understand that I must successfully pass both of these prior to beginning the upper division nursing courses. ☐ Yes ☐ No
2. I understand that all immunizations must be up to date prior to my enrollment in clinical nursing courses and that Augustana University Nursing and their clinical partners reserve the right to withdraw a student who does not demonstrate compliance with vaccination and other health requirements. ☐ Yes ☐ No
3. I understand that after graduating from the Augustana Nursing program, I will need to meet all licensure requirements in the respective state where I will be applying for RN licensure. ☐ Yes ☐ No

By signing below, I acknowledge that I have completely read and fully understand the program application and degree requirements.

Signature: _____ Date: _____

**AUGUSTANA UNIVERSITY
Nursing Program**

**Statement Addressing Essential Functional Requirements for
Admission/Progression in the Nursing Program**

The Augustana University Nursing Program prepares students to work as generalists in professional nursing. Certain sensory, psychomotor, cognitive, communication and behavioral/social abilities are essential for generalists to competently and safely practice nursing. For admission to and progression in the nursing program, a student must meet and maintain satisfactory demonstration of standards in these functional areas.

Augustana University is committed to providing equal opportunities for access to and participation in its programs and services, without regard to sex, sexual orientation, race, color, religion, creed, national origin, ancestry, age, or disability. The University complies with the Americans with Disabilities Act, the Rehabilitation Act, and other applicable laws providing for nondiscrimination against individuals with disabilities. The University will provide reasonable accommodations for students with known disabilities to the extent required by law. Students seeking reasonable accommodations should contact the Director of Student Academic Support Services for more information.

Any applicant or student who believes that he or she cannot meet one or more of the standards without accommodation should notify the nursing program at the earliest possible time. The student should be prepared to present a letter of disability verification. The nursing program, in consultation with the University administration, will determine, on an individual basis, whether or not the necessary accommodations or modifications can be reasonably made.

Explanation:

The Americans with Disabilities Act (ADA) (1993) and the ADA Amendment Act (2008) prohibit discrimination against qualified individuals with disabilities. Disability is defined in the Act as a person with (a) physical or mental impairment that substantially limits one or more of the major life activities of such individual; (b) a record of such impairment; or (c) being regarded as having such an impairment.

For the purposes of nursing program compliance, a "qualified individual with a disability" is one who, with or without reasonable accommodation or modification, meets the essential eligibility requirements for participation in the program. Thus, students may not be denied admission or progression solely on the standards. The standards are to be used to determine whether accommodations or modifications are necessary for the individual student. The program and/or University must determine whether the accommodations or modifications can be made reasonably as defined by the Americans with Disabilities Act.

Americans with Disabilities Amendment Act (2008).

Amendment of American with Disabilities Act Title II & Title III Regulations (2016).

Approved by Dept. faculty 12/15/95

Approved by University administration 1/30/96

Reviewed and Approved by Director of Student Academic Support Services 10/09

Reviewed and approved by Dept. faculty 8/18

Augustana University Nursing Program
Essential Functional Requirements for Admission and Progression in the Nursing Program

<u>Functional Areas</u>	<u>Standards/Expectations</u>	<u>Some Examples of Necessary Activities (not all inclusive)</u>
Observation	Auditory ability sufficient to monitor and assess health needs (with or without reasonable accommodation). Capacity to make accurate visual observations and interpret them in the context of laboratory studies, medication administration, and patient care activities. Ability to document observations and maintain accurate records (with or without reasonable accommodations). Tactile ability sufficient for physical assessment.	Hears monitor alarms, emergency signals, auscultatory sounds through a stethoscope, cries for help, soft vocalizations. Observes patient/client responses; reads written orders; observes changes in physical condition such as subtle changes in color; reads print on labels. Performs functions of physical examination, including palpation and percussion.
Mobility/ Motor Skills	Gross and fine motor abilities, stamina and strength sufficient to provide safe and effective nursing care. Coordination in motor activities (with or without reasonable accommodation).	Moves around in patients' rooms, work spaces, and treatment areas; responds quickly in emergency situations; performs CPR; calibrates and uses equipment; accurately measures medications, (e.g. draws up medication in a syringe); positions, transfers, &/or moves children and adults. Performs therapeutic interventions (e.g. insertion of intravenous catheter).
Intelligence/ Cognition	Critical thinking ability sufficient for clinical judgment and problem solving.	Identifies cause-effect relationships in clinical situations; analyzes, synthesizes, and prioritizes data; develops appropriate nursing care plans. Makes informed decisions.
Communication	Verbal and nonverbal communication abilities sufficient for interaction with others in verbal and written form in English.	Explains procedures, initiates health teaching; documents assessments, intervention, and client responses. Engages in appropriate interprofessional dialogue.
Behavioral/Social	Personal integrity, emotional stability and interpersonal abilities sufficient for establishing professional relationships with individuals, families, and groups from a variety of social, cultural, and intellectual backgrounds.	Establishes rapport with clients/families, colleagues; maintains composure under stress; interacts effectively with patients, families, others who are in crisis; demonstrates compassion and genuine concern; exerts self-control; displays personal integrity/honesty.

**AUGUSTANA UNIVERSITY NURSING PROGRAM
PHYSICAL EXAM FORM**

This form is to be completed by a physician, nurse practitioner or physician's assistant within one year of starting the nursing clinical courses.

Student Name: _____

Date: _____

DIAGNOSES/HEALTH CONDITIONS:

Diagnosis/Condition	Treatment Plan

CURRENT MEDICATIONS (Prescription, OTC, herbal):

Medication	Dose, Route, Frequency	Reason

ALLERGIES (Medication, Food, Environmental, Other):

Allergen	Reaction

PHYSICAL EXAMINATION

Height (without shoes): _____ Weight: _____ Blood Pressure: _____ Pulse: _____

PHYSICAL EXAMINATION (Please place a checkmark in the appropriate column)	Normal	Abnormal	Comments/Recommendations
Head			
Eyes R-20/____, L-20/____ Correction			
Ears			
Nose and Sinuses			
Mouth/Teeth () Fillings, () Dentures			
Throat			
Neck/Thyroid			
Lungs			
Cardiovascular			
Abdomen			
Back/Spine			
Extremities			
Skin			
Neurologic			
Psychiatric (Behavior, Mood, Affect)			

CLEARANCE TO PARTICIPATE IN CLINICAL ROTATIONS:

- ☐ Cleared to participate in clinical rotations without restriction
- ☐ Cleared to participate in clinical rotations without restriction with recommendations for further evaluation or treatment of the following: _____
- ☐ Not cleared for clinical rotations:
- ☐ Pending further evaluation for: _____
- ☐ Recommendations: _____

Signature of Health Professional Providing this Evaluation & Documentation: _____

Clinic Name & Address: _____



Augustana University Nursing Program Required Immunization Form	STUDENT NAME: _____ DATE OF BIRTH: _____
This form must be completed and verified by a healthcare provider (Physician, PA, NP, Nurse). Please take note of additional official documentation that may be required for some vaccines below.	
A. MMR (Measles, Mumps, Rubella) Vaccine: <u>Two doses required</u> 1. ____/____/____ 2. ____/____/____	B. Tdap (Tetanus, Diphtheria, Adult Pertussis): <u>One adult Tdap required</u> 1. ____/____/____
C. Varicella (Chicken Pox) Positive Titer or two doses of vaccine are required <u>Vaccine Dates</u> 1. ____/____/____ 2. ____/____/____	<u>OR Documentation of Positive Varicella Titer:</u> <u>Attach a copy of the titer report – if titer is negative, varicella vaccine required</u> 1. ____/____/____
D. Hepatitis B Vaccine: <u>Three doses and positive titer required</u> 1. ____/____/____ 2. ____/____/____ (1 month after 1st dose) 3. ____/____/____ (6 months after 1st dose)	AND Hepatitis B Titer: 1. ____/____/____ Positive/Reactive _____ Negative/Nonreactive* ____ (booster/repeat series) *If titer is negative student must receive a booster/repeat series. Date of booster: ____/____/____
E. Tuberculosis: Skin Test – PPD (Mantoux) <u>or</u> Blood Test – **TB Test must be updated annually ☐ Two-Step TB Skin Test; recommended 1-3 weeks apart. <i>*If students have drawn TB annually, may supply last year's reading as step 1 and the current year's reading as step 2.</i> Step 1 (Date placed) ____/____/____ - Date read ____/____/____ Results: _____ mm Step 2 (Date placed) ____/____/____ - Date read ____/____/____ Results: _____ mm OR ☐ Tuberculosis Blood Test: Date ____/____/____ Positive _____ Negative _____ <i>Attach copy of report</i> ☐ History of Positive TB Skin Test: Date: ____/____/____ <i>Documentation of chest x-ray & treatment required</i>	
F. Influenza vaccine: <u>Required annually by October 31st each year (documentation will be requested at a later date)</u>	
G. RECOMMENDED: COVID Vaccination: Please supply vaccination status: ☐ Fully vaccinated. Provide date(s) of vaccination: 1. ____/____/____ 2. ____/____/____ ☐ Unvaccinated	
Provider Signature: _____	Date: ____/____/____
Print Provider Name: _____	Hospital/Clinic: _____

**AUGUSTANA UNIVERSITY NURSING PROGRAM
DOCUMENTATION OF BODY SUBSTANCE EXPOSURE**

Date _____

Name of Individual Exposed _____

Location of Exposure _____

Date of Exposure _____

Description of the occurrence:

Immediately following exposure, was the wound or exposed skin thoroughly cleansed with soap and water or mucous membranes flushed with water? Yes ____ No ____

The exposure was reported to the clinical instructor on the day of the clinical experience.
Yes ____ No ____

The incident was reported to Employee Health or Infection Control in the agency where the exposure occurred.
Yes ____ No ____

To whom was the incident reported? _____

The student was seen by a health professional in Employee Health Service, the Emergency Department, or Family Practice Physicians.
Yes ____ No ____

Where was the student seen? _____

By whom? _____

Date on which source testing was ordered _____

Date and results of source testing _____

Date student was informed of source testing results _____

Procedure for HIV and HBV testing and post-exposure management was followed. Describe below.

Student signature _____

Faculty signature _____

**Augustana University
Nursing Program
Professional Standards of Conduct**

As a member of a profession, the nurse must be sensitive to the value of human dignity. This value is manifested in behaviors which demonstrate sensitivity to the well-being of others and honesty in all endeavors. Specific behaviors which support these values include maintenance of confidentiality and honesty concerning personal, academic and client care information, and the demonstration of respect for the psychological welfare of others.

Professionals are held to a higher standard of conduct than the general population. Students enrolled in the Augustana Nursing Program are ambassadors of Augustana University and Augustana Nursing. As student members of the profession of nursing, the student must demonstrate behaviors consistent with the ANA Code of Ethics and Standards of Professional Nursing Practice in all areas of their personal, professional, and academic life.

Professional conduct expected of students is evidenced in behaviors which represent:

1. ethical conduct.
2. integrity and honesty.
3. respect for oneself, others and the rights of privacy and confidentiality.
4. appearance and communication consistent with a clinical professional.
5. respectful behavior in interpersonal relationships with peers, superiors, clients, and their families.
6. punctual attendance at all program scheduled activities and adherence to deadlines set by the faculty.

Cheating and/or Plagiarism are not professional conduct and are defined as follows:

1. Cheating is defined as actions including but not limited to:
 - a. Copying from another student's exam.
 - b. Collaborating with other students/individuals when taking an assessment.
 - c. Submission of the same work for credit in more than one course, without obtaining permission from faculty beforehand.
 - d. Any action that gives unfair advantage to one student over others.
2. Plagiarism is defined as, but not limited to, the inclusion of someone else's words, ideas, or data as one's own work, including:
 - a. Borrowing facts, statistics, illustrations, or other materials that are not clearly common knowledge without acknowledgement of the source.
 - b. Collaboration on, or sharing of, an assignment in any form (written or computer file) that is then submitted as individual work.

I understand electronic devices of any kind are not allowed during exams, exam review or clinical.

I agree to keep all information, including names, conditions, and other references to clinical facility client's identities strictly confidential. In addition, I agree to treat all client information that I witness, as a result of my clinical experiences, lectures, conferences, etc., with the same confidentiality. I agree to not disclose such information to anyone other than those involved in that person's care.

I have read and understand the professional standards of conduct. I understand that I must comply with the professional standards of conduct as a student of Augustana Nursing.

I have been provided with the Augustana Nursing Student Handbook and understand that I, as an Augustana Nursing student, must comply with these policies. Violations of professional conduct may result in dismissal from Augustana Nursing.

Student's Printed Name: _____

Student's Signature: _____

Date: _____

**Augustana University
Nursing Program
Student Performance Improvement Report**

Student Name: _____

Date: _____

☐ Classroom ☐ Clinical (Lab, Simulation and clinical hours) ☐ Professional Conduct

*Documentation of one or more Student Performance Improvement Reports may be cause for dismissal from the Nursing Program. See SPIR Policy (pg. 27)

Documentation:

*The student will write a self-reflection to identify reasons for the violation and a plan to improve performance for discussion during this meeting. A copy of the self-reflection will be attached to this Improvement Report.

Student Signature: _____

Date: _____

Faculty Signature: _____

Date: _____

Junior or Senior Coordinator Signature: _____ Date: _____

Program Manager Tracking Date: _____ SPIR # _____

**Augustana University
Nursing Program
Agreement to Undergraduate Program Policies**

I, (print name) _____, the undersigned student, in consideration of being enrolled in the Nursing Program at Augustana University, hereby understand and agree as follows:

1. I agree that I will adhere to the Augustana Nursing Program Undergraduate Student Handbook Policies and Procedures.
2. I understand that I will not be reimbursed for services rendered during my assigned clinical courses. Students in clinical experiences are responsible for their own travel to clinical sites. Some evening and weekend clinical experiences may be required.
3. I understand that I am required to have health insurance coverage for the duration of my program of study in order to participate in all clinical experiences. I understand that I am not covered by any clinical institution or agency or by Augustana University and that I am responsible for all of my own medical expenses whether due to illness or injury.
4. I understand that the Nursing Program and/or the cooperating agencies retains the right to require the removal from and/or deny access to its facilities to me in the event my professional or social conduct is disruptive, disreputable, or otherwise destructive of the established practices of the clinical agency or its standing in the community.
5. I understand that I must be American Heart Association Health Care Provider CPR (adult/child/infant) or Red Cross certified for health care providers and have submitted proof of immunizations and a physical examination to the Program prior to clinical nursing courses.
6. I understand that I must show documentation of the Influenza immunization and TB test each academic year.
7. I shall at all times maintain personal hygiene and personal appearance or other conditions (i.e. dress code, hair regulations) as required by the faculty and/or recommended by the clinical agency.
8. I understand that background and/or drug screening checks are required for licensure and/or clinical placement at my expense.
9. I understand that I must disclose any pending legal charges/investigation against me to the Program Director within 72 hours during my program of study.
10. I understand that while I'm in the Nursing major I must report in writing to the Nursing Program any treatment for the following conditions: abuse or misuse of alcohol or chemical substances, physical conditions, and/or emotional or a mental health diagnosis.
11. I understand and authorize Augustana Nursing Program to release any "directory information" which would include name, address, telephone number, email address and agency required documentation (i.e. Immunizations, CPR, etc.) for the purpose of clinical, providing career and educational opportunities, and/or for recruiting representatives.

(Print Name)

(Student Signature)

(Date)

Augustana University Nursing Program Simulation & Audiovisual Agreement

The Augustana University Nursing classrooms, labs and simulation spaces provide the opportunity for learners to practice direct interactions and clinical interventions using patient simulators. Scenarios are created as a safe place for learners and faculty to explore multiple components of realistic patient care through actual participation.

Confidentiality

- All clinical cases, scenarios, educational methods and material of the Augustana University Nursing Program shall be considered confidential. By signing below, I agree to maintain strict confidence regarding all educational materials and methods.
- Simulation scenario information is confidential and any inappropriate viewing, discussion or disclosure of this information is a violation Augustana University Honor Code policy. By signing below I agree not to reveal any simulated scenario information.
- Simulation provides the opportunity to work with and observe patients, peers and faculty. By signing below, I agree to maintain strict confidentiality about the team member actions and performance, debriefing discussions, and faculty feedback.

Audiovisual Recording

- I am hereby informed that there is audiovisual recording throughout the Augustana University Nursing Program. By signing below, I consent to audio and visual recording at any or all times while in the classrooms, labs, or simulation center.
- I understand that recordings containing my image may be used as part of the educational mission of the Augustana University Nursing Program.
- I understand that I will not be specifically identified, except as part of my own educational experience, without my written permission.
- I understand that recordings containing my image will not be used for commercial purposes without my written permission.
- I understand that it is the policy of the Augustana University Nursing Program to destroy recordings of individuals who are no longer students at Augustana University within 5 years of program completion.

☐ I have read all of the above and agree to the terms of the confidentiality and audiovisual recording of the Augustana University Nursing Program.

Release Authorization

- I hereby grant the Augustana University Nursing Program the non-exclusive rights and license to make, edit and use images and/or audio for publicity, news, or advertising - to include print, video, broadcast media, social media, and the internet.
- I release the Augustana University Nursing Program from any and all claims of payment for performance rights, residuals or damages for libel, slander, invasion of privacy, or any claim based on the use of said material.

☐ I have read all of the above and agree to the terms of the Release Authorization of the Augustana University Nursing Program.

Name (Please Print) _____

Date: _____

Signature _____

Professional Conduct Committee

The Professional Conduct Committee makes every effort to provide a fair and just review of the nursing student's status and progression. Committee meetings (reviews) are conducted in such a manner as to not be unduly restricted by overly formal or structured rules of procedure. The student shall be informed of the reasons for the meeting with sufficient information and sufficient time to ensure opportunity to prepare.

The proceedings of the meeting (review) are private. While the content of the meeting is private, parties have discretion to share their own experiences. If at any time during the meeting (review) invited attendees are disruptive of the proceedings the chairperson may exclude such persons from the meeting room. In those cases, the chairperson may direct that the meeting (review) be recessed and reconvened in closed session.

1. Membership:
 - a. Program Director – will convene the meeting and is a non-voter
 - b. A representative from the Provost's Office will serve as a non-voting member and is present to assure that the rights and responsibilities of the student and due process are upheld
 - c. At least four members of the nursing faculty will serve as voting members
 - d. Dean of Students or delegate will be a voting member
 - e. Nursing Program Manager shall attend and capture the minutes and is a non-voter
2. Functions
 - a. Review complex student progression issues referred by any faculty and/or the Admission/Progression Committee
 - b. Issues may include progression in the program due to a Student Performance Improvement Report (SPIR), academic/grades, behavior, functional ability to continue in the program, HIPAA or ethics violation, and other issues deemed essential to the profession
 - c. Make a decision about the student's continuance in the program
3. Procedure
 - a. A student has the right to be heard by the Committee
 - b. A student has the right to be accompanied by one advisor. The advisor's role in the meeting (review) is to personally advise the student and is a non-voting member. The advisor may not conduct or direct cross-examination, ask questions, or make presentations or comments to the student or committee.
 - c. If the issue relates to a specific course, the faculty member associated with the course has the right to be heard by the Committee
 - d. Upon completion of the presentation of the issue and the student's comments, the student is dismissed from the proceedings.
 - e. The deliberations and decisions of this committee on behalf of the Nursing Program are final.
 - f. The student will receive formal written documentation of the decision.

**Augustana University
Nursing Program
Testing Guidelines**

General Exam Rules

- No communication is permitted between examinees while taking the exam. Examinees are expected to work independently.
- All examinees should begin testing at the same time.
- Food and drink are prohibited during the exam unless it is deemed necessary due to a documented medical condition.
- Examinees are allowed two writing utensils. Examinees are not allowed to bring any additional materials with them to use during testing.
- Personal calculators are not allowed.
- Scratch paper may be provided by the proctor, but it must be collected and destroyed upon completion of the exam.
- Examinees will have assigned seating.
- Cell phones and smart watches are prohibited during the exam.
- Exams given face to face will require use of Respondus lockdown browser. If exams are given off campus, the additional use of the Respondus monitor with a webcam may be required. Refer to instructions provided by the course instructor.
- Ensure that technology needed for the exam is loaded prior to exam time.

Restroom Breaks and Other Breaks

- Examinees should be instructed to use the restroom prior to the start of the exam.
- Examinees are not allowed to leave the room once testing begins without express permission from the proctor.
- An examinee may be granted permission to use the restroom during the exam; however, the examinee will not be allowed to make up the time missed. In addition, if there is only one proctor available, only one examinee may use the restroom at a time.
- If an examinee is permitted to leave the room during testing, the examinee must hand all testing materials to the proctor. Examinees may not take their personal belongings outside of the testing room during an unscheduled break.

Procedure for the End of the Exam

- Examinees may leave the room when they have completed the exam. The exam proctor will check to ensure the student has logged out of the exam prior to leaving the room and collect any scratch paper from the examinee and destroy it.

STATE LICENSURE NOTIFICATION - Bachelor of Science in Nursing Program

Type of licensure that may be earned upon program completion: Graduates of the Nursing Program are eligible to take the NCLEX-RN for licensure as a registered nurse.

PURPOSE OF NOTIFICATION:

Upon successful completion of the Augustana University Bachelor of Science in Nursing Program and graduation from Augustana University, graduates may be eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Eligibility for examination and licensure is determined by individual state boards of nursing and may include additional requirements, such as criminal background checks, fingerprinting, and other state-specific requirements.

This notification provides a list of states where the Augustana University BSN program meets the educational requirements for RN licensure. We are required to provide you with this notice under federal law, 34 CFR 668.43. The information contained in this document is current only as of the date listed above.

STATE LICENSING INFORMATION

Licensure requirements are established by individual state boards of nursing and may change without notice. Students are responsible for confirming current licensure requirements with the board of nursing in the state where they intend to seek licensure. For more information on those requirements visit the state board of nursing website in the state where you intend to seek licensure.

As of the date of this notice, the university has determined that the program **meets** educational requirements in the following states: AL, AK, AZ, AR, CA, CO, CT, DE, FL, GA, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, OH, OK, OR, PA, RI, SC, SD, TN, TX, UT, VT, VA, WA, WV, WI, WY

The university has determined that the program does not meet educational requirements for RN licensure in the District of Columbia.

For more information about licensure by state visit: <https://www.ncsbn.org/nursing-regulation/licensure/nurse-licensure-guidance.page>

COMPLAINTS:

We are required to provide students with information on how to file complaints with our accreditor, the Higher Learning Commission; the states in which we are authorized to provide distance education; applicable state licensing boards; and any other relevant state agency responsible for addressing such complaints.

Information on the HLC complaint process and state complaint processes are available online (see link below). Complaint processes for states in which your program is approved for licensure are listed under the "Licensing and Complaint Processes" portion of this notification. <https://www.augie.edu/licensure-disclosure>