

Retention and Progression Policy

Undergraduate Clinical Research Program - School of Nursing (SON)

Following admission to the Clinical Research Program (Program), students must comply with the following requirements to progress through the Program and complete the Bachelor of Science Major in Clinical Research degree:

1. **Minimum Passing Grade for Courses in the Major:** The minimum passing grade for all pre-requisite and major courses is a 'C' letter grade on a 5-point letter grade scale, except for CLR 496 and CLR 497. The "Senior Internship" courses, CLR 496 and 497 use a Pass/Fail scale with "Pass" as the minimum passing grade.
2. **Grade Point Average (GPA):** Maintaining a cumulative GPA of at least 2.0 is required for progression in the Program and for graduation.
3. **Pre-requisites:** Students admitted to the Program with one outstanding pre-requisite must complete the course by the end of the spring semester following admission to the Program.
4. **Course Sequencing:** Excluding pre-requisite courses, students must take all courses in the major in the sequence specified in the Program of Study. "Bioethics", PAR 215 (or PAR 115), and the major elective course may be taken as scheduling permits. However, students must complete PAR 215 (or PAR 115) before the beginning of the fall semester of the final year in the Program. Students must achieve the minimum passing grade for all courses designated in the Program of Study for the first year in the Program before enrolling in CLR 496 and CLR 497.
5. **Failure of Major Courses:** Students failing a course in the major will be designated "out of sequence" from the Program of Study. The student must meet with their academic advisor to write an academic contract of the student's plan for completing the remaining courses. The Program Coordinator and the SON Director or designee must approve the academic contract.
6. **Failure of Internship Courses:** Students who have their internship terminated by the internship site prior to the end of the semester or "Fail" CLR 496 or CLR 497 are required to meet with the Internship Coordinator immediately. Following advisement from the Internship Coordinator, the student will be responsible for identifying a suitable internship site for completing the Program requirements.
7. **Repeating Courses:** Students not meeting the requirements stated in #1 are allowed two opportunities to repeat a major course (i.e., repeat 1 course a maximum of 2 times or 2 courses a maximum of 1 time). Permission to repeat a course is contingent upon approval by the Program Coordinator and SON Director or designee and availability of space in the course. This does not apply to pre-requisite courses which are addressed in the UNCW student handbook.

Failure to meet the requirements described in this document will result in dismissal from the Program. Students dismissed from the Program may not reapply for admission.

Voluntary Withdrawal: To initiate the request for a voluntary withdrawal from the Program for a specified amount of time, students must submit a request in writing to the Program Coordinator and SON Director. If the request is approved, then the Program Coordinator will request the Office of the Registrar designate the student as "inactive". Permission to re-enter the Program is contingent upon approval from the Program Coordinator and SON Director and on space availability. Students who become inactive in the Program without proper approval (i.e., withdraw or take a leave of absence) are required to re-apply for admission to the Program. Students requiring re-admission to UNCW will be required to re-apply to the Program.

Approved Clinical Research Faculty: 14 AUG 2017