

## Request for Calendar Change Form

Tracking No:  
(Senate Secretary's Office  
use only)  
Date:

To From	Secretary of Senate Name(Dean): <b>Dr. Lori A. Livingston</b>	Faculty <b>Health &amp; Behavioural Sciences</b>
	Department the change relates to <b>School of Nursing (NURS)</b>	
	Contact Person <b>Director Karen Poole (karen.poole@lakeheadu.ca)</b>	

Is the proposed calendar change **Undergraduate**

**Instructions:**

1. In all cases please complete and attach section 1 and 2
2. If the calendar change affect other departments/schools/faculties complete and attach section 3
3. If the answer to any of the questions below is yes, explain. Attach separate sheets with reference to the question

1. Do the proposed changes affect other departments/ schools/faculties in terms of their calendar change?      Yes      No  
     

2. Is a transition plan needed for student in progress?      Yes      No  
       *sjw*

3. Are the proposed changes likely to affect student enrollment in your department/school/faculty?      Yes      No  
       *sjw*

4. Are the proposed changes likely to affect student enrollment in other departments/schools/faculties at Lakehead University?      Yes      No  
     

5. Will the proposed changes require additional teaching space and/or teaching staff and/or equipment and/or other resources?      Yes      No  
     

6. Will the proposed changes affect existing teaching loads within your department/school/faculty?      Yes      No  
     

7. Will the proposed changes increase demand for teaching support services such as the library, computing services and technical staff ?      Yes      No  
     

8. Will the proposed change require direct or in-kind support from outside the academic unit?      Yes      No  
     

9. Do the proposed changes include change in course(s) which is/are required core course(s) for a major?      Yes      No  
     

10. Do the proposed changes include a change in course which is      Yes      No

service/required course(s) in another program?

Yes  No

11. Do the proposed changes include change in course(s) which is/are open elective available to any student in any program?

Yes  No


12. Do the proposed changes include change in course(s) which is/are elective in a major i.e. restricted to students in a major?

Yes  No

Signatures:

Date approved by faculty council

09/01/2014

Section 1
Description of the Proposed Calendar Change: Academic Regulation Changes <span style="margin-left: 20px;">(sjw)</span> <span style="margin-left: 20px;"></span>
Rationale of the Proposed Calendar Change(s): (Corresponding to Section 2 where required)
<input type="text" value="To ensure the integrity of the required Nursing standards."/>

**Section 2**

**Existing Calendar Entries:**  
(Page reference based on hard copy or URL based on electronic version of calendar)

**Proposed Calendar Entries/Addition/ Deletion**  
-If only addition, specify page number and placement in university calendar  
-If only deletion, write Deleted

<http://navigator.lakeheadu.ca/Catalog/ViewCatalog.aspx?pageid=viewcatalog&catalogid=19&chapterid=2889&loaduserredits=False&regulations>

**3. Continuation in Program**  
(a) To proceed without condition to the succeeding year of a program, a student must:  
(i) maintain a minimum 60% in each required Nursing course  
(ii) attain at least 50% in each of the other courses taken in an academic year  
(iii) maintain an overall average of 60% in all courses in each year of the four-year program  
(iv) maintain an overall average of 70% in all courses in each year of the three-year compressed program.  
(b) A student carrying additional courses must count those courses, for regulation purposes, as part of his/her academic load.

**3. Continuation in Program**  
(a) To proceed without condition to the succeeding year of a program, a student must:  
(i) maintain a minimum 60% in each course  
(ii) maintain an overall average of 65% in all courses in each year of the four-year program  
(iv) maintain an overall average of 70% in all courses in each year of the three-year compressed program  
(v) courses taken during spring and summer terms count toward the calculation of average of the previous academic year  
(vi) a student must complete all year requirements except electives, before proceeding to the next year  
(b) A student carrying additional courses must count those courses, for regulation purposes, as part of his/her academic load.

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**5. Failed Year**  
(a) A student is deemed to have failed the year if:  
(i) the student has failed more than two full courses or their equivalent; or  
(ii) the student has failed more than one full course or equivalent with marks of less than 40%; or  
(iii) the student attains an overall average of less than 60% in all courses; or  
(iv) the student has a failure of more than one full course or its equivalent after special examinations have been given, whether the student writes them or not.  
(b) In a failed year, course credit is retained for only those courses in which a minimum mark of 60% has been attained.

**4. Failed Year**  
(a) A student is deemed to have failed the year if:  
(i) the student has failed more than two full courses or their equivalent; or  
(ii) the student has failed more than one full course or equivalent with marks of less than 40%; or  
(iii) the student attains an overall average of less than 65% in all courses; or  
(iv) the student has a failure of more than one full course or its equivalent after special examinations have been given, whether the student writes them or not.  
(b) In a failed year, course credit is retained for only those courses in which a minimum mark of

(c) A student having failed no more than one full course (or its equivalent) of the year's work after special examinations will be permitted to register for the succeeding year of the program.

(d) A student who has failed a year is eligible to apply for re-admission to the University. A student will normally be granted the privilege of repeating one year only.

60% has been attained.

(c) A student having failed no more than one full course (or its equivalent) of the year's work after special examinations will be permitted to register for the succeeding year of the program.

(d) A student who has failed a year is eligible to apply for re-admission to the University. A student will normally be granted the privilege of repeating one year only.

(e) Students should note that course and clinical availability may preclude the possibility of repeating a nursing course in the session they choose.

<http://navigator.lakeheadu.ca/Catalog/ViewCatalog.aspx?pageid=viewcatalog&catalogid=19&chapterid=2889&loaduserredits=False&regulations>

#### 4. Special Exams

A student who has failed a course or courses may write a special examination as outlined in University Regulations, VII Special Examinations.

#### 6. Special Exams

A student who has failed a course or courses may write a special examination as outlined in University Regulations, VII Special Examinations.

(a) A student is only allowed to write one special exam in any required course.

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#### 8. Failed Clinicals

A student who has failed more than one clinical course (regardless of credit weight) or who has failed a clinical course twice is deemed to have failed the program.

#### 5. Program Failure

A student is allowed to fail any required course once; failure of the same course a second time constitutes program failure and results in immediate removal from the School of Nursing. Normally the student is not allowed to re-apply to the School of Nursing.

Failure of more than 3 required full-course equivalents in the program constitutes program failure and results in immediate removal from the School of Nursing. Normally the student is not allowed to re-apply to the School of Nursing.

A student who has failed more than one clinical course (regardless of credit weight) or who has failed a clinical course twice is deemed to have failed the program.

<http://navigator.lakeheadu.ca/Catalog/ViewCatalog.aspx?pageid=viewcatalog&catalogid=19&chapterid=2869&loaduserredits=False&regulations>

**10. Time Limit**

A student is required to complete the course work within 8 years of admission to the nursing program.

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The baccalaureate nursing program is designed as a program of full-time study.

A student is required to complete all course work within 6 years of admission to the nursing program.

Students who interrupt this sequencing should seek academic advice from the Year Coordinator. Students whose program of study has been interrupted must inform the School of Nursing by July 1st for September, and November 1st for January when returning.

In the case of interrupted programs of study, a student cannot be guaranteed clinical rotations.

<http://navigator.lakeheadu.ca/Catalog/ViewCatalog.aspx?pageid=viewcatalog&catalogid=19&chapterid=2869&loaduserredits=False&regulations>

**12. Withdrawal from Consolidated Theory/Clinical Courses**

Students must complete a Request for Change in Registration Form by the third day of consolidated theory course, and by the third day of their particular clinical rotation. **NO WITHDRAWAL WITHOUT ACADEMIC PENALTY WILL BE ALLOWED AFTER THE THIRD DAY.** These courses include: the fourth-year courses Nursing 4110, 4130, 4370, 4380, 4460, 4510 and 4600.

**12. Withdrawal from Integrated Theory/Clinical Courses**

Students must complete a Request for Change in Registration Form by the third day of integrated theory course, and by the third day of their particular clinical rotation. **NO WITHDRAWAL WITHOUT ACADEMIC PENALTY WILL BE ALLOWED AFTER THE THIRD DAY.** These courses include: the fourth-year courses Nursing 4110, 4130, 4370, 4380, 4460, 4510 and 4600.

Students who withdraw from a clinical course due to failure at time of withdrawal will receive a failing grade in the course.

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**13. First Year Courses in Final Year**

Students in the Bachelor of Science in Nursing (for Registered Nurses) are exempt from the Senate regulation which precludes enrolment in first year courses during the final year of their program (see University Regulations, I General Regulations).

Delete and list "Students Who Have Been Out of Clinical Practice for More than One Year" as number 13. "Clinical Documentation Requirements" will become number 14.

Section 3

The Faculty(ies) affected by the proposed calendar change

Health & Behavioural Sciences

**I have been consulted regarding the attached calendar change and understand the academic and budgetary implication on my Dept./School/Faculty.**

I agree to this calendar change proposal      Yes       No

Name:

Dr. Lori A. Livingston

Faculty:

Health & Behavioural Sciences

Date:

29/01/2014

Signature of Dean

