

**LOS ANGELES COUNTY COLLEGE OF NURSING AND ALLIED HEALTH  
SCHOOL OF NURSING  
POLICY & PROCEDURE MANUAL**

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Subject: <b>HIGH-RISK STUDENT REMEDIATION</b>	Original Issue Date: August 8, 2002	Policy #: <b>815</b>
	Supersedes: December 16, 2006	Effective Date: November 22, 2010
Committees Consulted: Admissions/Promotions Semester Coordinators Financial Aid Coordinator	Reviewed & Approved by: Dean, Administrative & Student Services Faculty Organization College Administration	Approved by:  (Signature on File) Dean, School of Nursing

**PURPOSE:**

To identify high-risk students and refer them to available services

**Definition**

High-risk students meet the admission requirements but have a higher probability of not successfully completing the program in sequence.

Pre-admission indicators may include:

- Scored less than 64.7% on first attempt of Assessment Technologies Institute (ATI) Test of Essential Academic Skills (TEAS) or scored less than the required score on the admission's test
- Repeated anatomy, physiology, or microbiology
- Identified test taking as a weakness on Pre-Admission Advisement Questionnaire
- Plans to work full time during the program

Indicators during the program may include:

- Drug Dosage Calculation Competency failure
- Theory course failure
- Enrolled in more than 17 units per semester
  - Full time is a minimum of 10 units/semester
- Working more than 16 hours/week
- Family commitments/responsibilities
- Learning disabilities

**POLICY:**

High-risk students are identified by self, faculty, or Dean, Administrative and Student Services.

Administrative and Student Services Dean, faculty, or student determines the appropriate services and/or referral sources.

Individualized advisement sessions are available through the Office of Educational Services (OES).

Referrals will be made as indicated to:

- Mental Health
- Financial Aid
- Job Opportunities
- Instructor tutoring

Subject:

**HIGH RISK STUDENT REMEDIATION**

- Skills/Computer labs.

**PROCEDURE:**

Students who self-refer make an appointment with the Dean, Administrative and Student Services.

Faculty:

- Advises/refers students as indicated
- Initiates Remediation Plan for High Risk Students (form)
- Notifies Semester Coordinator and Dean of Student Services.
- Submits a copy of the Remediation Plan for filing in the student's academic file in the OES.

Dean Administrative and Student Services/designee:

- Develops list of at risk students using pre-admission and program indicators
- Meets with at risk students and discuss available resources
- Completes a written Remediation Plan in collaboration with the student
- Follows up with the student, faculty, or service as indicated

OES maintains the Remediation Plan in the student's academic file.

**PROCEDURE DOCUMENTATION:**

Academic Warning Notice

Referral Documentation

Remediation Plan for High Risk Students

**REFERENCES:**

SON Policy #820: Academic Failure and Withdrawal

**REVISION DATES:**

August 8, 2002

August 8, 2003

December 16, 2006

November 22, 2010