

**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>800</b>
	Supersedes: August 8, 2003	Effective Date: December 16, 2006
Committees Consulted: Admissions/Promotions Dean, Administrative & Student Services Financial Aid Coordinator	Reviewed & Approved by: Semester Coordinators Faculty Organization College Administration	Approved by:  (Signature on File) Dean, School of Nursing

**PURPOSE:**

To identify high-risk students and refer 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:

- Repeated sections of California Achievement Test
  - Scored less than 13<sup>th</sup> grade level
- 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.

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

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

Referrals will be made as indicated to:

- Student Health
- Mental Health
- Financial Aid
- Job Opportunities
- Instructor tutoring
- Skills/Computer labs

Subject:

**HIGH RISK STUDENT REMEDIATION**

**PROCEDURE:**

Students who self-refer will make an appointment with the Dean of Student Services.

Faculty will:

- Advise/refer students as indicated
- Initiate Remediation Plan for High Risk Students (form)
- Notify Semester Coordinator and Dean of Student Services.

Dean Administrative and Student Services/designee will:

- Develop a list of at risk students using pre-admission and program indicators
- Meet with at risk students and discuss available resources
- Complete a written Remediation Plan in collaboration with the student
- Follow up with the student, faculty, or service as indicated

The Office of Educational Services will maintain the Remediation Plan.

**PROCEDURE DOCUMENTATION:**

Academic Warning Notice

Referral Documentation

Remediation Plan for High Risk Students