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This addendum is effective as of March 24, 2026.

Admissions

- Doctor of Nursing Practice admission requirements revised.
- Personal Enrichment Enrollment revised.
- College of Health Professions Drug Screen Policy revised.

Nursing Practice

Degree Type
Doctor of Nurse Practice (DNP)

Admission Requirements

For information regarding Conditional Acceptance, click here.

Procedure for Admission to the Doctor of Nursing Practice Program

Note: Not all Online Program offerings are available to residents of all U.S. states. Please contact an admissions representative for further information.

The criteria used to determine admission to the Doctor of Nursing Practice program include:

- Completion of an application for admission.
- Completion of a master's degree in nursing (MSN) from an accredited institution.
- A cumulative GPA of 3.00 or higher on a 4.0 scale.
- Completion of graduate-level courses with a grade of "B" or better in Advanced Pharmacology, Advanced Health Assessment, and Advanced Pathophysiology.
  - A single comprehensive course that integrates all three core components may be substituted if it demonstrates equivalent depth and breadth of content. If students who do not meet this admissions requirement, NSG6104 Pharmacology, Pathophysiology, & Physical Assessment for the Nurse Educator fulfills this requirement.
- Submission of official documentation of the actual number of verified clinical hours completed during the post-baccalaureate program of study within 5 weeks after the initial start date. This requirement may come in the form of the credentialing documents used to verify the hours for certification examination or a statement from the graduate degree-granting institution verifying the actual number of hours completed during the master's program.
- Submission of official transcripts from all post-secondary institutions attended within 5 weeks of the class start date (refer to Conditional Acceptance).
- A valid unencumbered single-state and/or a valid unencumbered Enhanced Nurse Licensure Compact (eNLC) multistate license as a registered nurse in all U.S. states or territory in which the student is licensed, including the state in which the student completes all assignments for the program. (Note that military, federal, and foreign educated nurses must meet this state requirement for nursing licensure). An unencumbered license(s) must be maintained throughout the program.
- All applicants must meet English Language Proficiency as stated in the academic catalog.

Once all required admissions documents and information are submitted, the application will be reviewed and evaluated for an admission decision.

For additional admissions information please see the admissions section here.

Program Overview

Offered at Savannah, Tampa, and Online Programs.

Note: Not all Online Program offerings are available to residents of all U.S. states. Please contact an admissions representative for further information.

The Doctor of Nursing Practice (DNP) program in the College of Nursing and Public Health provides a foundation for nursing leadership, DNP-prepared nurses play a crucial role in quality improvement by leading and implementing evidence-based practices, analyzing data to assess patient care, and driving innovation in healthcare delivery. The DNP program provides options for current nurse practitioners and other advanced practice nurses to incorporate progressive and thoughtful quality improvement and leadership competencies into their clinical practice repertoire.

The DNP program is offered as a post-master's program, providing a pathway for master's prepared nurses to achieve doctoral level competencies. Coursework in the program emphasizes current topics in nursing leadership, experiences, and scholarship. The program is offered in an online format that supports ongoing education for working nurses. Courses are provided online or in a blended format with the practice component (i.e., advanced nursing field experiences which are guided by agency mentors) provided located in the students' geographical regions.

In 2004 the American Association of Colleges of Nursing (AACN) endorsed the DNP degree and proposed that the DNP is the terminal degree for nursing practice. *The Essentials Core Competencies for Nursing Education* (2021) outline the 10 Domains, 9 Concepts and 45 sub-competencies essential throughout all levels of nursing education. The South University College of Nursing is uniquely qualified to provide the framework for this practice doctorate degree. As an integrated, national system of higher education, the exposure to outstanding faculty, and industry-standard practice opportunities in the student's geographical area provides a dynamic environment for DNP students to grow into new leadership roles and clinical arenas.

For more information about the Doctor of Nursing Practice within the nursing profession, please visit the American Association of Colleges of Nursing website at http://www.aacn.nche.edu/DNP/index.htm.

Program Student Learning Outcomes

- Students will model the knowledge and skills required to deliver quality nursing care given the student's scope of practice.

- Students will integrate leadership skills into all aspects of advanced practice nursing.

- Students will incorporate contemporary healthcare science and emerging research into practice to improve outcomes across the healthcare continuum.

- Students will propose forward thinking quality improvement methods through health promotion to positively impact patient outcomes.

- Students will integrate information technology and informatics in healthcare delivery to provide scalable solutions for real-world systems problems.

Student Progression Policy

Doctor of Nursing Practice Programs Progression Standards

Doctor of Nursing Practice: 67 credits

(51 credit hours for students who have a Nurse Practitioner degree)

Program credits are determined based on evaluation of MSN program of study and clinical/practicum hour attainment.

Foundation: 28 Credits

Course Code	Title	Quarter Credits
NSG7000	Organization and Systems Leadership for Nursing	4.0
NSG7002	Professional Writing and Technology	4.0
NSG7005	Clinical Prevention and Population Health	4.0
NSG7010	Healthcare Policy	4.0
NSG7015	Financial Management and Resource Utilization	4.0
NSG7020	Evidence, Effectiveness, and Clinical Quality	4.0
NSG7025	Applied Statistics and Epidemiology for Nursing	4.0

Clinical Field Experience: up to 32 Credits*

Course Code	Title	Quarter Credits
NSG7200	Advanced Nursing Field Experience I	6.0
NSG7205	Advanced Nursing Field Experience II	6.0
NSG7211	Advanced Nursing Field Experience III	4.0

Required for students who have less than 460 post baccalaureate clinical hours. Students who have earned an MSN as a nurse practitioner do not have to take these courses:

Course Code	Title	Quarter Credits
NSG7221	Practice Immersion Experience I	6.0
NSG7222	Practice Immersion Experience II	6.0
NSG7223	Practice Immersion Experience III	4.0

Practice Immersion Experience courses are eligible for PLA (Prior Learning Assessment) based on post-baccalaureate clinical experiences. Students are required to have a minimum of 1000 documented hours of post baccalaureate clinical experience to earn the DNP degree.

Capstone in Applied Practice: 7 Credits

Course Code	Title	Quarter Credits
NSG8101	Capstone in Applied Practice I	4.0
NSG8105	Capstone in Applied Practice II	1.0
NSG8110	Capstone in Applied Practice III	1.0
NSG8115	Capstone in Applied Practice IV	1.0

Capstone Extension: 0 Credits

Course Code	Title	Quarter Credits
NSG8999	Capstone Extension Course	0.0
	Total Credits	67

Personal Enrichment Enrollment

Enrollment in selected subjects for personal enrichment is available under certain circumstances. Students attempting to enroll under these circumstances are classified as special subject students and are not eligible for Title IV financial aid. This status allows a student to enroll in one class per quarter for no more than three quarters without following the standard admission procedures or meeting standard admission requirements. Individuals participating in a specifically contracted workshop, seminar, or course that is not part of the pursuit of a degree are not required to meet any admissions requirements. Status as a special subject student is not available to students receiving military education benefits.

Students who wish to enroll for personal enrichment in courses in the Master of Public Health (MPH) program are limited to a total of two courses (8 credits) from the following list: PHE5001, PHE5010 and PHE5015. Priority for enrollment in any of these MPH courses is given to students admitted to the program.

Students may not enroll in any nursing courses (NSG) under this Policy without prior approval from the Dean of College of Nursing and Public Health or designee.

If any of the proposed changes require any actions by any of the below, please explain and include dates of completed actions and/or deadlines for those required:

General Policies for Admissions

Criminal History, Charges and Background Checks

Acceptance into a South University program or its completion does not imply or guarantee that a student will be able to obtain licensure, certification, or employment. Students wishing to enter a program in the College of Arts and Sciences, College of Business, College of Health Professions, the College of Nursing and Public Health, or the School of Pharmacy should be aware that a prior felony conviction may restrict an individual's ability to obtain professional licensure, certification, or employment.

In the event a student has an undisclosed criminal history or active charge prior to adjudication on a background check, the ability to matriculate, progress and complete a degree program and/or to become licensed, if applicable, may be impacted. Active or prior criminal charges/convictions may impact the student's ability to participate in required educational experiences and/or future eligibility for professional licensure necessitating voluntary withdrawal or administrative dismissal from the program.

The University is not able to guarantee the eligibility for licensure or employment in their field of any student/ graduate with (or without) any criminal history of pending charges. Students must disclose, in writing, any criminal history and active/pending charges at the time of application and must disclose any new charges to the relevant program director, immediately, for consideration.

Applicants and students should see the Program Director (or designee) for additional information.

Comprehensive Background Check - College of Health Professions

Protection of vulnerable patient populations is important to the South University College of Health Professions and its academic programs, faculty, and students and to clinical affiliation sites where students complete clinical requirements for completion of an academic program. Many clinical sites require criminal background checks for employees and students who provide patient care. As clinical placements are a mandatory component of South University College of Health Professions Programs, a positive criminal history impairs the ability of students to be placed in clinical externships required for completion of the program.

The South University College of Health Profession will deny admission and/or continuation to any student and/or applicant with a felony conviction, plea, or adjudication withheld, or any disqualifying misdemeanor, for which a pardon or exemption for disqualification has not been received, including but not limited to rape or sexual abuse or molestation, and abuse, endangerment, or neglect of a child, disabled person, or elderly person.

Students who are considering applying to programs within the College of Health Professions are advised to review the admission and enrollment requirements for background checks listed in the academic catalog and program specific handbook.

Students applying to programs within the College of Health Professions will be subject to a background check that may include, but is not limited to:

1. Social Security Number Verification
2. Criminal Search
3. Violent Sex Offender and Predator Registry Search
4. HHS/OIG List of Excluded Individuals
5. GSA List of Parties Excluded from Federal Programs
6. U.S. Treasury, Office of Foreign Assets Control (OFAC), List of Specially Designated Nationals (SDN)
7. Applicable State Exclusion List, if available

Note: Some clinical agencies may require additional background check requirements.

Obtaining a Background Check Report

Programs within the College of Health Professions will designate an approved company to conduct the background checks and issue reports. Results from a company other than those designated will not be accepted. Results must be received by the program from the approved company and may not be hand delivered by the student to the institution. Students and/or applicants must contact the designated company and comply with its instructions in authorizing and obtaining a background check. Students and/or applicants are responsible for payment of any fees charged by a designated company to provide the background check service.

Rights

Students and applicants who have received an offer of admission have the right to review the information reported by the designated company for accuracy and completeness and to request that the designated company verify that the background information provided is correct. Prior to making a final determination that would adversely affect the applicant or student, the Program Director within the College of Health Professions will provide applicants or students information regarding access to the background check report issued by the designated company. Additionally, the Program Director will inform the student and/or applicant of his/her rights, how to contact the designated company to challenge the accuracy of the report, and that the designated company is not involved in any decisions made by the College of Health Professions.

Current Students

- Students may be required to complete an initial or additional background check prior to the start of an assignment at a healthcare facility as required by the program or the facility. Background check reports will be submitted to the program for review.

Confidentiality and Record Keeping

- Background check reports and other submitted information are confidential and may only be reviewed by university officials and affiliated clinical facilities in accordance with the Family Educational Rights and Privacy Act (FERPA).

- Students: Background check reports and other submitted information of students will be maintained in a separate file from the student record in accordance with the university's record retention policy for student records.
- Applicants Denied Matriculation: Background check reports and other submitted information of applicants denied matriculation into the program will be maintained in accordance with the university's record retention policy.

Other Provisions

- A student who has a break in enrollment will be required to complete a new background check. A break in enrollment is defined as non-enrollment of at least one quarter in the approved curriculum of the degree program.
- Falsification of information, including omission of relevant information, may result in denial of admission or dismissal from the educational program.
- Students are responsible for notifying the Program Director if the student is charged or convicted of any misdemeanor or felony while enrolled in any portion of the program. Criminal activity that occurs while a student is in attendance at the university may result in disciplinary action, including dismissal, and will be addressed through the university's academic or disciplinary policies. Failure to notify the program is grounds for dismissal from the program.

Comprehensive Background Check - College of Nursing and Public Health

Nurses are entrusted with the health, safety and welfare of patients. The nursing curriculum contains a didactic and clinical component. Clinical facilities where student nurses practice are required by accreditation agencies to obtain background checks for security purposes on individuals that have direct patient contact. A criminal/background check is required to place students in clinical environments. Students are responsible for the cost of the criminal background check.

All students applying for the South University nursing program are required to obtain a Level 1 and Level 2 criminal background investigation. Students starting in a didactic course are required to have the background investigation completed prior to completion of the first quarter of enrollment. Students starting in a clinical course are required to have the background investigation completed prior to the end of the drop/add period of the first quarter of enrollment. A student who does not adhere to this requirement will be unregistered from all courses. Note: pre-licensure students and Virginia students must have background checks completed prior to starting nursing classes.

Based on the deadlines above, the student's background results must be clear (no criminal convictions or pending charges). A student whose investigation shows a felony conviction or findings/misdemeanors that constitute a significant breach of moral or ethical conduct will be withdrawn from consideration or if accepted must cancel their enrollment with the nursing program, and will not be allowed to reapply. Findings of non-traffic criminal convictions may require additional screening. Students will be notified by the Program Director or Clinical Coordinator of criminal convictions that require information and follow up. The student will be given 5 business days to provide additional documentation. After 5 business days, if no documentation is provided or if documentation is insufficient, the student will be unregistered from all courses and the enrollment will be cancelled.

Students must notify the Program Director or Clinical Coordinator, in writing within 5 business days of any non-traffic criminal convictions that occur during the nursing program of study.

Annual updates will be required during the program of study. A felony conviction and/or behaviors/misdemeanor conviction that constitute a significant breach of moral or ethical standards will result in immediate dismissal from the nursing program.

A student whose background check contains non-traffic criminal convictions will be notified by the Program Director or Clinical Coordinator for follow up. The student will be given 5 business days to provide additional documentation. After 5 business days, if no documentation is provided or if documentation is insufficient, the student will be dismissed from the program.

Students who don't complete their annual update will not be allowed to register for the next quarter. Students who fail to provide their annual update after two quarters will be dismissed from the program. A student who wishes to return to the Nursing Program must complete the annual update and follow the Reinstatement Policy in the South University Catalog. There is no guarantee of reinstatement.

Acceptance into a South University educational program, or its completion, does not imply or guarantee that a student will be able to obtain licensure or certification.

The Nursing Program Director may be required to submit written documentation regarding the student status to boards of nursing and clinical agencies as early as receipt of the student's CON application. Students may be required to obtain additional background checks as requested by clinical agencies or boards of nursing.

College of Health Professions Substance Abuse and Screening Policy
Substance Abuse Policy
Drug and alcohol disorders can be detrimental to one's overall physical and emotional health, as well as academic and professional performance. The College of Health Professions has adopted the following policy and procedures related to student drug and alcohol testing and students suspected of impairment due to drugs or alcohol.

Drug and Alcohol Screening
Students must consent to drug and alcohol testing as dictated by individual program policies. Testing may occur before and during student enrollment in health profession programs. A student who has a break in enrollment will be required to pass a new drug test prior to re-enrollment. A break in enrollment is defined as non-enrollment of at least one quarter in the approved curriculum of the degree program. An outside facility conducts testing, and the cost of testing is the student's sole responsibility.

College of Health Profession Rules Related to Alcohol and Drugs
1. Due to the nature of the practice of health professions programs, the College of Health Professions maintains a zero-tolerance policy for any violation outlined in this policy. Students who violate this policy are subject to immediate dismissal. Applicants who violate this policy are ineligible for program matriculation.
2. When students are engaged in any clinical/fieldwork activity while enrolled in a South University Health Professions program, they are prohibited from:
   - Using, possessing, buying, selling, manufacturing or transferring any Schedule I or illicit unscheduled drugs or Schedule II-V drugs not lawfully prescribed for and obtained by the individual.
   - Possessing drug paraphernalia or secondary devices for processing, manipulating or utilizing illicit substances (any suspected illegal/illicit drugs or drug paraphernalia will be confiscated and turned over to an appropriate law enforcement agency which may result in criminal prosecution).
   - The presence of any detectable level of alcohol (≥ 0.01 g/dL), illicit drug, or controlled substance in a student's system while engaged in any clinical/fieldwork activity.
   - Common examples of substances prohibited by the College of Health Professions include: any alcohol, drugs, or other substances whether ingested, inhaled, injected subcutaneously, or otherwise that have known mind-altering or function-altering effects upon the human body or that impair one's ability to safely perform their work, including, but not limited to: prescription drugs; over-the-counter medications; alcohol; drugs and other substances made illegal under federal or state law; "synthetic or designer" drugs; illegal inhalants; "look-alike" drugs; amphetamines, cannabinoids (marijuana and hashish), cocaine, phencyclinidine (PCP), and opiates; and any drugs or other substances referenced in Schedule I through V of the Controlled Substances Act (Title 21 United States Code (USC).

- Although some states permit adults to possess and consume marijuana under certain circumstances, the possession, use, or distribution of marijuana, (including for medical purposes) is not permitted when engaged in a South University activity. Students should be aware that use of any product resulting in a positive drug screen for tetrahydrocannabinol (THC, the principal psychoactive constituent of cannabis including marijuana) is a violation of the College of Health Professions Substance Abuse and Screening policy.

3. South University reserves the right to take appropriate disciplinary action, including permanent programmatic dismissal, for alleged crimes involving the usage/sale/distribution of illicit or controlled substances at any time during a student's matriculation in the program. Any student who is arrested, convicted, pleads guilty, or is sentenced for a crime involving an illegal drug or controlled substance is required to report the arrest, conviction, plea or sentence to the appropriate program representative (e.g., Program Director) within five calendar days. Failure to report any arrest, conviction, plea, or sentence will be grounds for immediate and permanent dismissal from the program.

4. In addition to the South University Code of Conduct expectations outlined in the campus student handbook, the College of Health Professions does not allow any student to perform any functions pertaining to the clinical/fieldwork experience while under the influence of alcohol or drugs or while taking over-the-counter or prescribed medication(s) that may impair the student's ability to safely and effectively perform required duties/functions. If a student believes his/her ability to safely and effectively perform required functions is impaired for any reason, the student must immediately contact the appropriate administrator (e.g., Dean of Student Affairs, Program Director, Clinical/Fieldwork Coordinator).

5. If a student acknowledges that an alcohol or substance abuse problem exists, that student may self-report to the appropriate administrator (e.g., Dean of Student Affairs, Program Director, Clinical/Fieldwork Coordinator). When self-reporting occurs in advance of any reportable or actionable incident or event related to student impairment, the student will be offered referrals to substance abuse counseling or treatment. Students who self-report may be eligible for withdrawal from the university, and readmission will be determined by individual programmatic policy.

Mandatory Drug Testing

Students will undergo drug screening as determined by the College of Health Professions. Timing of testing may be before admission, before clinical placements, or any time during enrollment in the program as outlined in each program's specific policy. Drug testing will be conducted by an approved testing agency selected by programs within the College of Health Professions; such testing shall be paid for by the student. Results of testing must be transmitted directly from the selected screening agency to the program; no hand-delivered results from students will be accepted. A student with a positive drug test as determined by a qualified drug testing agency will be referred to the appropriate administrator and is subject to dismissal from the program.

Students who are taking over-the-counter or prescribed medication are responsible for being aware of the effect the medication may have on their performance or personal behavior and are to report the medication(s) to the testing facility in the case of a positive drug test result.

Additional drug tests may be required by specific academic programs or clinical sites per program requirements and clinical agreements. Students are responsible for all drug testing expenses.

Drug or Alcohol Testing (with cause)

In addition to any initial drug testing requirement, the College of Health Professions, with reasonable suspicion or at the recommendation of any clinical site, may require any student who is suspected of being under the influence of drugs or alcohol to undergo an immediate (within one (1) hour) mandatory drug screening.

Students will be placed on interim suspension until drug or alcohol screening has resulted from the designated facility. Students are prohibited from reporting to the clinical facility or other academic activities including classes while under the influence or testing positive for drugs or alcohol. A student in violation of the policy will be subject

to immediate removal from the clinical facility and/or academic activity and subsequently dismissed from the program. Results of testing must be transmitted directly from the selected screening agency and the program; no hand-delivered results from students will be accepted.

Testing Procedures

1. In the event of reasonable suspicion or at the recommendation of any clinical site personnel, the following actions will be taken:
   a. The student will be removed from the patient care area and the Program Director/Clinical Coordinator will be notified for further direction.
   b. An academic or clinical faculty member will facilitate the student's communication with a transportation service or emergency contact to arrange transport to an off-site testing facility (as required). The student is not to transport himself/herself.
   c. Medical assessment, treatment, and transportation will be at the student's expense.
   d. If the student's behavior is threatening or belligerent, the instructor or clinical site supervisor may notify law enforcement to have the student escorted from the premises.
2. Students are required to contact the program before undergoing a drug test to ensure the correct testing service and panel is conducted.
3. Positive drug tests will be evaluated by an independent Medical Review Officer (MRO) designated by the drug testing agency selected by the program.
4. A positive drug test for illicit substances may qualify for a confirmatory follow-up test as recommended by the testing facility or MRO. If a confirmatory follow-up test is recommended, the student will be placed on interim suspension until the test has resulted from the designated facility. Students are prohibited from reporting to the clinical facility or other academic activities including classes while under the influence of drugs or alcohol. If a student is taking prescribed medications for which a positive drug test may result, the student is responsible for reporting the prescription and dosage to the drug testing service and the MRO.
5. Attendance at clinical sites and academic activities will be denied to students who refuse or fail to provide a sample for a drug test or who have an unsatisfactory test result.

Due Process and Confidentiality

Due Process
Students who are dismissed have the right to due process according to program and University policies. Please refer to the program student handbook for the appeal process.

Confidentiality
Information and records relating to positive test results, drug and alcohol dependencies, and legitimate medical explanations provided to the Medical Review Officer (MRO) shall be kept confidential to the extent required by law and maintained in a separate location from student academic files. Such records and information may be disclosed to South University administration, clinical placement sites, and Dean of Student Affairs on a need-to-know basis and may also be disclosed when relevant to a grievance, charge, claim, or other legal proceeding initiated by or on behalf of a student. Students have the right to review the drug testing results.

College of Nursing and Public Health (CONPH) Substance Abuse and Screening Policy

Substance Abuse Policy
Drug and alcohol disorders can be detrimental to one's overall physical and emotional health, as well as academic and professional performance. The College of Nursing and Public Health has adopted the following policy and procedures related to student drug and alcohol testing and students suspected of impairment due to drugs or alcohol.

Drug and Alcohol Screening

Students must consent to drug and alcohol testing as dictated by individual program policies. Testing may occur before and during student enrollment in health profession programs. A student who has a break in enrollment will be required to pass a new drug test prior to re-enrollment. A break in enrollment is defined as non-enrollment of at least one quarter in the approved curriculum of the degree program. An outside facility conducts testing, and the cost of testing is the student's sole responsibility.

College of Nursing and Public Health Rules Related to Alcohol and Drugs

1. Due to the nature of the practice of nursing and public health programs, the College of Nursing and Public Health maintains a zero-tolerance policy for any violation outlined in this policy. Students who violate this policy are subject to immediate dismissal. Applicants who violate this policy are ineligible for program matriculation.
2. When students are engaged in any clinical/fieldwork activity while enrolled in a South University Nursing and Public Health program, they are prohibited from:
   ◦ Using, possessing, buying, selling, manufacturing or transferring any Schedule I or illicit unscheduled drugs or Schedule II-V drugs not lawfully prescribed for and obtained by the individual.
   ◦ Possessing drug paraphernalia or secondary devices for processing, manipulating or utilizing illicit substances (any suspected illegal/illicit drugs or drug paraphernalia will be confiscated and turned over to an appropriate law enforcement agency which may result in criminal prosecution).
   ◦ Having the presence of any detectable level of alcohol (≥ 0.01 g/dL), illicit drug, or controlled substance in a student's system while engaged in any clinical/fieldwork activity.
   ◦ Common examples of substances prohibited by the College of Nursing and Public Health include: any alcohol, drugs, or other substances whether ingested, inhaled, injected subcutaneously, or otherwise that have known mind-altering or function-altering effects upon the human body or that impair one's ability to safely perform their work, including, but not limited to: prescription drugs; over-the-counter medications; alcohol; drugs and other substances made illegal under federal or state law; "synthetic or designer" drugs; illegal inhalants; "look-alike" drugs; amphetamines, cannabinoids (marijuana and hashish), cocaine, phencyclinidine (PCP), and opiates; and any drugs or other substances referenced in Schedule I through V of the Controlled Substances Act (Title 21 United States Code (USC).
   ◦ Although some states permit adults to possess and consume marijuana under certain circumstances, the possession, use, or distribution of marijuana, (including for medical purposes) is not permitted when engaged in a South University activity. Students should be aware that use of any product resulting in a positive drug screen for tetrahydrocannabinol (THC, the principal psychoactive constituent of cannabis including marijuana) is a violation of the College of Nursing and Public Health Substance Abuse and Screening policy.
3. South University reserves the right to take appropriate disciplinary action, including permanent programmatic dismissal, for alleged crimes involving the usage/sale/distribution of illicit or controlled substances at any time during a student's matriculation in the program. Any student who is arrested, convicted, pleads guilty, or is sentenced for a crime involving an illegal drug or controlled substance is required to report the arrest, conviction, plea or sentence to the appropriate program representative (e.g., Program Director) within five calendar days. Failure to report any arrest, conviction, plea, or sentence will be grounds for immediate and permanent dismissal from the program.
4. In addition to the South University Code of Conduct expectations outlined in the campus student handbook, the College of Nursing and Public Health does not allow any student to perform any functions pertaining to the clinical/fieldwork experience while under the influence of alcohol or drugs or while taking over-the-counter or prescribed medication(s) that may impair the student's ability to safely and effectively perform required duties/functions. If a student believes his/her ability to safely and effectively perform required functions is impaired for any reason, the student must immediately contact the appropriate administrator (e.g., Dean of Student Affairs, Program Director, Clinical/Fieldwork Coordinator).
5. If a student acknowledges that an alcohol or substance abuse problem exists, that student may self-report to the appropriate administrator (e.g., Dean of Student Affairs, Program Director, Clinical/Fieldwork Coordinator).

When self-reporting occurs in advance of any reportable or actionable incident or event related to student impairment, the student will be offered referrals to substance abuse counseling or treatment. Students who self-report may be eligible for withdrawal from the university, and readmission will be determined by individual programmatic policy.

Mandatory Testing

Students will undergo drug screening as determined by the College of Nursing and Public Health. Timing of testing may be before admission, before clinical placements, or any time during enrollment in the program as outlined in each program's specific policy. Drug testing will be conducted by an approved testing agency selected by programs within the College of Nursing and Public Health; such testing shall be paid for by the student. Results of testing must be transmitted directly from the selected screening agency to the program; no hand-delivered results from students will be accepted. A student with a positive drug test as determined by a qualified drug testing agency will be referred to the appropriate administrator and is subject to dismissal from the program.

Students who are taking over-the-counter or prescribed medication are responsible for being aware of the effect the medication may have on their performance or personal behavior and are to report the medication(s) to the testing facility in the case of a positive drug test result.

Additional drug tests may be required by specific academic programs or clinical sites per program requirements and clinical agreements. Students are responsible for all drug testing expenses.

If any of the proposed changes require any actions by any of the below, please explain and include dates of completed actions and/or deadlines for those required:

Academic Affairs

- Course Enrollment Policies- revised the Prerequisite Sequence Waiver Policy.
- Doctor of Ministry Graduation policy revised effective March 17, 2026, quarter.
- Doctor of Minitry transfer of credit revised.
- Student Progression Policies by Program - Revised the Doctor of Ministry Progression Standards effective March 17, 2026, quarter. Added Doctor of Nursing Practice Progression Standards effective May 26, 2026, quarter. The new policy is within the RN to MSN, Master of Science, and Doctor of Nursing Practice Programs Progression Standards policy.

Course Enrollment Policies

Course Substitution Policy

Students are expected to fulfill the program requirements as outlined in the South University Academic Catalog effective at the time of enrollment. However, South University reserves the right to modify programs, which are subject to change at its discretion. Under certain circumstances, such as change in program of study, students may request a course substitution to satisfy a previous course requirement.

For South University students who change programs or re-enter in a previously enrolled program within two years of a program modification, a course substitution request will only be considered if the student's last date of attendance (LDA) is within two years of re-entry/readmissions. All substitution considerations must be for the South University courses from the previous program to apply toward the current program requirements.

All course substitution requests need to be made by submitting a Course Substitution Form. Students should submit the form to their Academic Counselor, who will forward the form to the appropriate Program Director (or Department Chair when Program Director is not present) for consideration. The Program Director (or Department

Chair when Program Director is not present) will then forward the request and recommendation to the Department Chair (or Assistant/Associate Dean if Program Director is not present) for approval. All requests will have two signatures, one for recommendation and one for approval. Substitutions for General Education courses will be reviewed by the appropriate General Education Program Director and Department Chair.

Course substitutions not recommended by the Program Director or Department Chair, may be appealed to the Department Chair or Assistant/Associate Dean. Course substitutions denied by the Department Chair may be appealed to the College/School Dean or designee. The decision of the College/School Dean is final.

Prerequisite Coursework Policy

Students who wish to take college course(s) out of the designated prerequisite sequence must obtain formal approval through the Prerequisite Sequence Waiver Procedure. Together with their Academic Counselor, a student must provide a clear and well-supported academic rationale for the request.

The waived course(s) must be taken in the next applicable session of the student's program.

Waivers are considered on a case-by-case basis and approval of a waiver does not exempt the student from taking the required course(s) as designated by the student's academic plan or program requirements.

Change of Program

A student may change their program at any point of their enrollment provided that they are in good satisfactory academic standing. Changing from an associate's degree to a bachelor's degree in the same program is not considered a change of program. Changing from one specialization or emphasis within a program to another specialization or emphasis within the same program is not considered a change of program. The Senior Academic Progress and Remediation Specialist, or designee may grant exceptions to students on Academic/Financial Aid Warning or Probation. Only then will a student to be allowed the opportunity of changing from one program to another.

Courses that apply to the subsequent program will be recorded as earned credit and will affect the student's Cumulative Grade Point Average (CGPA). For Incremental Completion Rate (ICR) purposes, earned credit applied to the new program will reduce the total number of credits that must be attempted within the program. Therefore, the maximum allowable credits are one and one half times the number of credits remaining to complete for graduation. Students who change programs and students who change session times within the same program must sign a new program enrollment form (or the like), which must be filed in the student's academic file.

Students must contact their Academic Counselor to change their program.

A course required in a student's initial program that is not required in the student's subsequent program may have a negative impact on a student's financial aid. Therefore, students should consult with Student Financial Services before changing their program.

Physical Therapist Assistant (PTA) Program Change Policy

- South University students in good standing may transfer into the General Education Phase of the Physical Therapist Assistant (PTA) program from another South University program if they meet the PTA minimum standards for academic and financial aid progress as outlined in the Academic Catalog at the time of transfer.

Program Change from Nursing (RN to BSN) to RN to Master of Science in Nursing (RN to MSN)

Note: Not all Online Program offerings are available to residents of all U.S. states. Please contact an admissions representative for further information.

The criteria to evaluate a request for transfer from the RN to BSN to the RN to MSN program admission included:

- A CGPA of 3.0 in all courses taken at South University.
- Review of student's transcript.

The nursing program director or chair will review the request and the student will be notified of the transfer decision.

Campus Transfers

A student must be in satisfactory academic standing in order to be allowed the opportunity to transfer from one South University campus to another or from one campus to an online (or partially online) program. To be considered a campus transfer student, the student must complete the quarter for campus-based students or session for online students at the originating school and immediately start at the new campus in the next quarter for campus-based students or session for online students. If the student has a break in enrollment, the student will be considered a reentry student at the new school.

Occupational Therapy Assistant (OTA) Program Professional Phase Campus to Campus Transfer Policy

Students enrolled in the Professional Phase of the Occupational Therapy Assistant (OTA) program who are in good standing according to the Occupational Therapy Assistant Progressions Standards may be eligible for transfer to a different South University OTA program. Students interested in transferring to a different campus should contact the Program Director of their current program to receive more information about the potential for transfer. There is no guarantee of transfer between programs. The Occupational Therapy Assistant (OTA) Progressions Committee at the receiving campus makes the final decision to accept or reject transfer students in the Professional Phase of the program.

Physical Therapist Assistant (PTA) Program Professional Phase Campus to Campus Transfer Policy

Students enrolled in the Professional Phase of the Physical Therapist Assistant (PTA) program who are in good standing according to the Physical Therapist Assistant Progressions Standards may be eligible for transfer to a different South University PTA program. Students interested in transferring to a different campus should contact the Program Director of their current program to receive more information about the potential for transfer. There is no guarantee of transfer between programs. The Physical Therapist Assistant (PTA) Progressions Committee at the receiving campus makes the final decision to accept or reject transfer students in the Professional Phase of the program.

Physician Assistant (PA) Program Campus to Campus Transfer Policy

The South University Physician Assistant Program does not accept transfer of credits from other physician assistant programs or provide enrolled students with a waiver of credit (i.e. advanced placement) for any component of the required curricular coursework. Students may not transfer from one South University Physician Assistant campus to another.

Anesthesiologist Assistant (AA) Program Campus to Campus Transfer Policy

The South University Anesthesiologist Assistant Program does not accept transfer of credits from other anesthesiologist assistant programs or provide enrolled students with a waiver of credit (i.e. advanced placement) for any component of the required curricular coursework. Students may not transfer from one South Anesthesiologist Assistant campus to another.

Students Transferring Between a Campus Program and an Online Program

A student who transfers from a campus program to an online program or who transfers from an online program to a campus program is subject to the following the Satisfactory Academic Progress (SAP) policies and procedures:

- A student who is in good standing per SAP in their program transferring to either a campus program or an online program, will be evaluated according to the SAP policies and procedures for the programs.

Note that the evaluation criteria and period of time until the next applicable evaluation point may differ from the SAP policies and procedures of the student's original program. The student should work closely with their academic counselor to understand the SAP implications (including financial aid implications) of their transfer before taking any action.

If any of the proposed changes require any actions by any of the below, please explain and include dates of completed actions and/or deadlines for those required:

Transfer of Credit Policy

Prior coursework will be evaluated for transferability if completed at an acceptable accredited collegiate institution (regional or national accrediting agency recognized by the US Department of Education).

All transfer credit evaluation is conducted by programmatic leadership, including Program Directors, Chairs, Assistant/Associate Deans, and/or Deans.

Undergraduate Transfer of Credit

Evaluation and acceptance of undergraduate transfer of credit is determined by the Program Director or Department Chair, or designee, of the appropriate program/area. In cases of a dispute on credits transferred, the final decision will be made by the appropriate College/School Dean or designee.

Undergraduate transfer credit will be considered if the following conditions are met:

- The course was taken at an acceptable accredited collegiate institution.
- The course carries a grade of "C-" or better, unless otherwise specified by programmatic requirements (for colleges that award plusses and minuses, the plus or minus will be dropped when the course is transferred).
- The course is directly equivalent to a course required by the South University program in which the student is enrolled (all credit considered for acceptance is reviewed by course level, course title, and course description; students may be required to provide additional supporting documentation for a class to be considered for transfer of credit).
- In the case of courses evaluated for General Education transfer credit, the submitted courses must meet the criteria established by the Commission on Colleges of the Southern Association of Colleges and Schools for General Education credit (as stated in the current Principles of Accreditation) and must also be specifically classified as General Education (i.e., a survey or introductory course) at the transferring institution.
- In programs where a free elective pool is available to fulfill Foundational Requirements or Major Requirements, students may transfer any course into that area as long as it was taken at an acceptable accredited college institution and carries a grade of "C-" or better.

Undergraduate transfer credit may also be accepted in the following cases:

- When multiple courses taken at other institutions can be combined to satisfy one more equivalent South University courses. No course may be counted more than once, except in situations where a course has a corequisite attached to it and the number of combined credits is equivalent to the credits of the corequisites (i.e., Anatomy and Physiology I and Anatomy and Physiology I Lab, Anatomy and Physiology II and Anatomy and Physiology II Lab, Microbiology and Microbiology Lab).

- When a South University program does not specify a particular course for an area requirement, transfer credit may be considered as an elective if it is related in content to the area requirement.
- When a course from another institution is directly related to the required course but is at a higher course level.
- When coursework is taken as part of a diploma, certificate, or terminal associate degree from an acceptable accredited collegiate institution and carries a grade of "C- or better.

In some cases, a student may submit coursework to South University in a related discipline that may substitute for the required courses of the South University program. Course substitutions must be recommended by the appropriate Program Director or Department Chair, or designee, and approved by the Department Chair, Assistant/Associate Dean, or designee, and follow the Course Substitution Policy as outlined in the Academic Catalog. Course substitution requests for General Education courses are reviewed by the General Education Program Director or Department Chair, or designee.

Acceptance of credits earned at other institutions, and/or through examination, is limited to 75 percent of the total hours required for an undergraduate degree. Students residing in Virginia may only transfer in 70 percent of the total credit hours required for an undergraduate degree.

No more than half the major area course requirements can be earned through transfer credit, through examination, and/or other means described in this catalog. Note that programmatic accreditation and/or specific state requirements may alter these percentages. See the appropriate program section for specific guidelines regarding transfer of credit.

No transfer of credit will be accepted for internship courses.

No transfer credit is accepted in the professional phase of many of the health professions. These limits are outlined below by program transfer of credit policies.

No transfer credit will be granted for English as a Second Language (ESL) coursework.

GED Performance Levels

South University accepts the GED as a measure of high school equivalency and recognizes several GED scoring performance levels.

- Students scoring 175 or higher in the subject areas of the GED listed below may be awarded SU credit as indicated:
    - Science: General Education Natural Science without laboratory (4 credit hours)
    - Social Studies: HIS1101 U.S. History I: Colonial to 1865, HIS1102 U.S. History II: 1865 to Present, or POL2076 American Government (4 credit hours)

Procedure for Credit for Prior Learning for Law Enforcement, Corrections, or Criminal Justice Academy

South University may give up to 16 credit hours of transfer credit to graduates of a law enforcement, criminal justice or corrections training program. Up to a maximum of 12 credits may be awarded at the undergraduate level and/or up to a maximum of 4 credits at the master's level provided:

- The graduate has attained a high school diploma or equivalent.
- A certification of completion and curriculum is provided.

1. Credit will be dependent on type of training completed.
2. The Program Director and/or Chair will review transcripts/certificate of completion to determine appropriate course credit substitution.
3. Credit may be awarded for CRJ1001, CRJ2100, CRJ2200 or CRJ2300 at the undergraduate level.

4. Credit may be awarded for MCJ6001 at the Master's level.
5. Student must submit an academy graduate certificate and class curriculum for review.
6. Student must have completed a 320 hour or more basic training course.
7. Each training program completed, may give rise to a one course – four credit hour substitution.
8. A maximum of three course substitutions may be given for the undergraduate program.
9. One four credit hour course substitution may be given for the Master's program, regardless of number of academy courses completed.
10. Students may not be given dual credit for one academy course completion; so credit given at the undergraduate level will not be given again at the Master's level.

Information Technology Transfer Credit

For all Information Technology courses, transfer of credit is not accepted for courses that are older than seven years.

Students can meet the ITS1000 requirement if they meet any of the following criteria:

- A score of 50 or higher (out of 80) on the CLEP Information Systems and Computer Applications national exam, credit will be awarded for ITS1000 Computer and Internet Literacy (four credit hours).
- A score of 3 or higher (out of 5) on the College Board Advanced Placement Computer Science A exam, credit will be awarded for ITS1000 Computer and Internet Literacy (four credit hours).
- The student holds a current Microsoft Office Specialist certification; credit will be awarded for ITS1000 Computer and Internet Literacy (four credit hours). Students must provide a copy of the certification to the University
- A score of 70 or higher (out of 100) on the South University ITS1000 Placement Exam, credit will be awarded for ITS1000 Computer and Internet Literacy (four credit hours).

Bachelor of Science (BS) in Information Technology - Credit for Industry Standard Certifications

South University's Bachelor of Science in Information Technology accepts three CompTIA certification examinations for college credit, which includes the CompTIA Network+, Linux+, and Security+ certifications. Credits earned through these examinations will be accepted as transfer credit and a student must submit a copy of their CompTIA Certificate(s) with a Date Certified no older than 7 years to validate their certification(s) and be eligible for possible transfer credit award. For the CompTIA Network+ certification, students will earn credit for ITS2103 Networking Fundamentals and ITS3103 Advanced Networking. For the CompTIA Linux+ certification, students will earn credit for ITS3101 Advanced Operating Systems and Architecture. For the CompTIA Security+ certificate, students will earn credit for ITS3104 IT Security.

Science Courses Transfer Credit

For students in the Occupational Therapy Assistant and Physical Therapist Assistant programs, the following courses will not be accepted for transfer of credit if the course is older than 7 years before the student's start date in the Professional Phase of the program:

- AHS1001 Medical Terminology
- BIO1011 Anatomy and Physiology I
- BIO1012 Anatomy and Physiology I Lab
- BIO1013 Anatomy and Physiology II
- BIO1014 Anatomy and Physiology II Lab

For students in the Bachelor of Science in Health Sciences, the Associate of Sciences in Allied Health Sciences, the Bachelor of Science in Public Health or the pre-licensure Bachelor of Science in Nursing programs, the following courses will not be accepted for transfer of credit if the course is older than 7 years before the student's original start date:

- AHS1001 Medical Terminology
- BIO1011 Anatomy and Physiology I
- BIO1012 Anatomy and Physiology I Lab
- BIO1013 Anatomy and Physiology II
- BIO1014 Anatomy and Physiology II Lab
- BIO2015 Human Pathophysiology
- BIO2070 Microbiology
- BIO2071 Microbiology Lab (online students only)

OR

- BIO2073 Microbiology Laboratory (campus students only)
- CHM1010 General Chemistry
- NTR2050 Nutrition

Credits Earned at a South University Campus

Credits earned at any South University campus will be accepted at all campuses, with the exception of programs mentioned in the campus transfer policy.

Acceptance of Nontranscripted Credit

South University offers students an opportunity to obtain course credit in areas of competency through several non-transcripted means, including AP Examinations, University-administered proficiency examinations, education training, and military experience and training. South University does not award credit for life experience. Acceptance of credits earned at other institutions, through examination, and/or other means described in this catalog is limited to 75 percent* of the total hours required for an undergraduate degree. No more than half the major area course requirements (i.e., those requirements beyond General Education) can be earned through transfer credit, through examination, and/or other means described in this catalog. All credit earned through education training and military experience and training is accepted via the submission of the ACE (American Council of Education) transcript. Additional information can be found at https://www2.acenet.edu/credit/?fuseaction=transcripts.main.

Students residing in the state of Virginia may only transfer in 70% of the total hours required for an undergraduate degree.

College Board Advanced Placement (AP) Examinations

South University supports the College Board's Advanced Placement Program, which allows high school students the opportunity to pursue college level courses in their own schools and to be taught the material by their own teachers. After completion of the AP courses, students take the appropriate AP test to determine their level of achievement. For college credit to be awarded, a student must have official score reports from the College Board sent directly to the Office of Registrar at South University.

Since there is major overlap in course content between the two English AP exams, the awarding of AP credit in English will be treated separately from that of other disciplines as follows:

1. If a student receives a score of "3" on either English AP exam, credit will be awarded for ENG1100 Composition I (four credit hours);

2. If a student receives a score of "4" or "5" on the English Language and Composition Exam, credit will be awarded for ENG1100 Composition I and ENG1200 Composition II (eight credit hours);
3. If a student receives a score of "4" or "5" on the English Literature and Composition Exam, credit will be awarded for ENG1100 Composition I and ENG 1300 Composition III (eight credit hours).

If a student receives a score of 3 or higher on the AP Computer Science A exam, credit will be awarded for ITS1000 Computer and Internet Literacy (four credit hours).

For additional information concerning the awarding of AP credit, contact the Registrar at the appropriate campus.

Credit by Examination

College-Level Examination Program (CLEP) and the Dantes Subject Standardized Tests (DSST) exams can be submitted for evaluation for course credit. The guidelines for awarding credit are available from the Registrar at the appropriate campus. In general, no score less than 50 on the CLEP test will be considered for course credit. The credit granting score for DSST exams is available from the Registrar.

If students earn a credit granting score for a CLEP or DSST exam that does not directly correlate to a course offered by South University, credit may be awarded as a) free elective, OR b) General Education credit in the appropriate area.

Credits earned by examination are considered in the same way as transfer credits and are not used in the computation of the student's grade point average. Students may not earn more than 75 percent* of their total credits and 50 percent of their major credits through credit by examination, transfer credit, or a combination thereof. The time limit for granting credit by examination for any course is the same as that for accepting transfer credit for the same course.

Students residing in the state of Virginia may only transfer in 70% of the total credit hours required for an undergraduate degree.

Credit by Education Training

College credit may also be awarded for education training completed through business and industry, the armed services, or government organizations. South University is guided by the principles and recommendations of the American Council on Education (ACE) guidebooks when assessing requests for credit earned in this manner. Students must have their ACE transcripts sent directly from the Center for Adult Learning and Educational Credentials to the appropriate campus Registrar at South University.

University Credit for Military Experience and Training

The University recognizes and uses the American Council on Education (ACE) Guide to the Evaluation of Educational Experience in the Armed Services to determine the value of learning acquired in military service. We award credit for appropriate learning acquired in military service at levels consistent with ACE Guide recommendations when applicable to a Service member's program. In addition, we utilize Joint Services Transcript (JST) or Community College of the Air Force (CCAF) Transcript in our processing of prior learning experiences for possible transfer credit.

Students who wish to have their military experience and training evaluated for university credit should send the JST or the CCAF transcript to the appropriate campus Registrar. Additionally, credit may also be awarded through review of a student's certified Department of Defense (DD) Form 214 (Armed forces of the United States Report of Transfer or Discharge) in conjunction with the ACE Guide, to the Evaluation of Educational Experiences in the Armed Forces. Credit will be applied to a degree program upon the approval of the Department Chair from which the degree is to be awarded.

Timing of Transcripted and Nontranscripted Credit Consideration and Acceptance

South University will accept transcripts for transcripted (transfer) and documentation of non-transcripted credit evaluation at any point during a student's program of study, provided that limits placed on the total number of credits for the program and components of the program will not be exceeded. During a student's first quarter enrolled at South University, all official transcripts must be received and evaluated for those courses related to establishing basis of admission.

Undergraduate Program Transfer of Credit Guidelines (specifications by program)
Associate of Science (AS) in Medical Assisting

For students in the Associate of Science in Medical Assisting degree program transfer of credit will not be accepted for the following courses:

- AHS2005 Clinical Competencies I
- AHS2006 Clinical Competencies II
- AHS2007 Clinical Laboratory Competencies
- AHS2087 Medical Office Procedures
- AHS2090 Medical Insurance and Coding
- AHS2092 Computers in the Medical Office
- AHS2098 Medical Assisting Practicum

Transfer of credit will be accepted for AHS1001 Medical Terminology.

Students transferring to the Medical Assisting Program from other South University undergraduate programs are eligible for a block course substitution for AHS1085, AHS1086, AHS1087, and AHS1088 if they have successfully completed **ALL** of the following courses:

- BIO1011
- BIO1012
- BIO1013
- BIO1014
- BIO1015

Associate of Science (AS) and Associate of Applied Science (AAS) in Occupational Therapy Assistant
- Students may transfer prerequisite courses into the program before entering the Professional Phase of the OTA program if approved by academic leadership with the exception of OTA1003 Introduction to Occupational Therapy Assistant, which may not be transferred.
- OTA1001 Introduction to Occupational Therapy is an acceptable substitution for OTA1003 if the student has taken it at South University in the past two years from the intended start of the Professional Phase of the OTA Program.
- Transfer credit will not be accepted for courses in the South University's Professional Phase of the OTA program.
  Note: This does not apply to South University OTA students (in good standing) transferring between campuses.

Associate of Science (AS) or Associate of Applied Science (AAS) in Physical Therapist Assistant Program
- Students may transfer prerequisite courses into the program before entering the professional phase if approved by academic leadership.
- Transfer credit will not be accepted for courses in South University's PTA Professional Phase Curriculum.
  - *Note: This does not apply to South University PTA students (in good standing) transferring between campuses.*

Bachelor of Science in Nursing (BSN)

- For BSN (pre-licensure) students, science courses are not accepted for transfer credit if they are older than 7 years from the student's start date into the professional phase of the program.
- No nursing courses may be accepted for transfer credit in the BSN.

RN to Bachelor of Science in Nursing (RN to BSN), and RN to Master of Science in Nursing (RN to MSN) Degree

Students entering the RN to BSN or RN to MSN in Nursing degree program will receive 45 hours of block RN nursing courses based on holding a valid unencumbered RN license.

General Education Course Transfer Credit RN to Bachelor of Science in Nursing (RN to BSN) and RN to Master of Science in Nursing (RN to MSN)

- Students applying to the RN to BSN degree program and the RN to MSN degree program, who have an unencumbered RN license and satisfy one of the following:
    - earned an associate's degree in nursing from an accredited institution,
    - have an equivalent accredited associate's degree in nursing from a foreign institution, or
    - hold a nursing diploma AND a bachelor's degree from an accredited institution.
- will receive a transfer of 78 credit hours toward general education requirements.

Graduate Transfer of Credit

Evaluation and acceptance of graduate transfer of credit is determined by the Program Director, Department Chair, or designee, of the appropriate program/area. In any cases of a dispute on credits transferred, the final decision will be made by the appropriate College/School Dean.

 Credit for graduate/post baccalaureate transfer work will be considered if the following conditions are met:

- The course was taken at an acceptable accredited collegiate institution.
- The course carries a grade of "B" or better, unless otherwise specified by programmatic requirements.
- The course is directly equivalent to a course required by the South University program in which the student is enrolled.
- The course(s) meet the Graduate Program Transfer of Credit Guidelines (specifications by program).

Notes: Courses taken at other institutions may be combined to satisfy one or more equivalent South University courses, but no course may be counted more than once in calculating transfer credit.

The majority of credits, or 51%, toward any graduate or post baccalaureate degree program must be earned at South University. Please see the appropriate program section for additional information on transfer of credit.

Doctor of Business Administration (DBA)

- The maximum number of classes a student may transfer is four (4) courses or 16 credit hours.

NOTE: Dissertation courses may not be transferred from another institution.

Doctor of Ministry (DMin)

- Forty (40) credits of the Doctor of Ministry degree program must be earned at South University. Students who have completed the M.Div. or its educational equivalent (108 quarter credits/72 semester credits in biblical, theological, and ministry studies) at an accepted accredited school may be eligible for the Advanced Track and receive 56 credits of transfer credit.
- Students who have completed graduate courses in Bible, theology, and/or ministry studies may transfer credit on a course-by-course basis. To be eligible, the course(s) must be equivalent to a course offered at South University and have a grade of B or better.

Students should request a transfer evaluation to determine which courses qualify for transfer of credit or course substitutions. The following courses may not be replaced by transfer of credit or substitution:

- MIN7000 Learning Skills for Ministry
- MIN7500 Theology and Research in Ministry
- MIN8000 Dissertation I and MIN8010 Dissertation II
- MIN8001 Ministry Project I
- MIN8011 Ministry Project II

Doctor of Nursing Practice (DNP)

Due to the unique nature of the courses within the South University DNP program, transfer of credit is not accepted. However, students with documented clinical hours from previous graduate education programs will be evaluated for prior learning assessment (PLA) and receive transfer credit for the Practice Immersion Experience courses (NSG7221, NSG7222, and NSG7223) not to exceed 460 hours. A minimum of 540 hours must be completed within the DNP program of study for a total of at least 1000 graduate practice hours.

Master's Programs in the College of Business

- The maximum number of classes to transfer is four (4) courses or 16 credit hours.

NOTE: Capstone courses may not be transferred from another institution.

Master of Arts (MA) in Clinical Mental Health Counseling

- No more than 49% of the program may be transferred.
- No course may be transferred if it was taken more than 7 years prior to the transfer request.

Master of Medical Science (MMSc) in Anesthesia Science

The South University Anesthesiologist Assistant Program does not accept transfer of credits from other anesthesiologist assistant programs or provide enrolled students with a waiver of credit (i.e., advanced placement) for any component of the required curricular coursework. Students may not transfer from one South Anesthesiologist Assistant campus to another. All students must complete each course in the South University Anesthesiologist Assistant curriculum.

Master of Science in Physician Assistant (MSPA)

The South University Physician Assistant Program does not accept transfer of credits from another physician assistant program or provide enrolled students with a waiver of credit for any component of the required curricular coursework. All students must complete each course in the South University Physician Assistant curriculum.

Master of Public Health (MPH)

A maximum of 12 quarter credits or three courses can be transferred from the list below:

- PHE5000
- PHE5001
- PHE5010

Master of Science (MS) in Criminal Justice

- Students may transfer up to three (3) courses or 12 credit hours.

Master of Science in Nursing (MSN)

- Up to 3 courses (with a maximum of 12 quarter hours) may be accepted toward the nursing graduate curriculum.

- Only foundation courses may be transferred up to the limits of 12 quarter credits.
- All specialization coursework must be completed at South University.
- Transfer credits are limited to the following courses in the graduate curriculum
  - Foundation: NSG5000 Role of the Advanced Practice Nurse: Transformational Leadership in Advanced Practice; NSG6002 Health Policy and Health Promotion in Advanced Nursing; NSG6101 Nursing Research Methods
- If the student is a practicing Nurse Practitioner, Certified Registered Nurse Anesthetist, or Certified Nurse Midwife, who is currently certified in their area of specialty they are eligible to use TOC for the following courses (in addition to the 12 credit hours listed above); NSG5003 Advanced Pathophysiology, NSG6005 Advanced Pharmacology, and NSG6020_A Advanced Health and Physical Assessment, if the following criteria is met:
- The student takes the Advanced Practice Education Associated (APEA) 3P's exam (competency based exam for Pathophysiology, Pharmacology and Physical Assessement) within six months prior to matriculation into the program.
- The student must earn a minimum score of 67 on the exam.
  - If the student earns 67 or greater on the exam, the student will be eligible for review of transfer of credit for all 3P courses listed above and will be exempt from NSG6021.
  - If the student earns less than 67 on the exam, all three courses must be taken and passed regardless of the individual score earned on each section. The student will also be required to complete NSG6021 Pre-Clinical Evaluation if they are required to take the 3P courses.
- Specialty courses, NSG6999, NSG6998 and practicum courses are not eligible for transfer credit.

Doctor of Pharmacy (Pharm.D.)
- Transfer credit may be accepted through the Advanced Standing Admission Policy for International Pharmacy Graduates.

Notice Concerning Transferability of Credits Earned at South University

In the U.S. higher education system, transferability of credit is determined by the receiving institution taking into account such factors as course content, grades, accreditation and licensing. For this reason, South University does not imply, promise, or guarantee that credits earned at South University will be accepted by another college or university. If the credits or degree, diploma, or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. Students considering transferring to another college or university are responsible for determining whether that school will accept South University credits. South University encourages students to initiate discussions with the potential transfer school as early as possible.

The Associate of Applied Science programs are considered by some educational institutions and state agencies to be "terminal" and/or "occupational" programs. Credits earned in terminal and/or occupational programs are generally not applicable to other degrees; however, the acceptance of transfer credit remains at the discretion of the receiving institution.

If any of the proposed changes require any actions by any of the below, please explain and include dates of completed actions and/or deadlines for those required:

Graduation

Commencement Attendance

Students preparing for graduation are welcomed and encouraged to participate in their local campus ceremonies. Students in online programs are encouraged to participate in the Savannah, Georgia ceremony held each year in June. Students who choose to participate in the graduation ceremony must do so within twelve (12) months from the date of their degree completion.

Graduation Date Policy

Graduation dates and degree conferred will reflect the last day of the term in which the student completes the degree requirements.

Students who satisfy incompletes or other degree requirements after 14 calendar days from the end of the term or session will have their graduation and degree conferred dates reflect the day the academic requirements are completed.

Application for Graduation

It is the responsibility of each potential graduate to complete an application for graduation. The application should be submitted during the registration period two quarters before the anticipated graduation date.

Graduation Requirements

Associate's and Bachelor's Degrees Program Graduation Requirements

To receive an associate's or bachelor's degree or certificate, (except for Nursing, Medical Assisting, Occupational Therapy Assistant, and Physical Therapist Assistant) a student must satisfy these four requirements:

1. Successfully complete the program requirements described in the Catalog.
2. The student must receive a cumulative grade point average of 2.00 or higher in all courses in the student's major (i.e., those described in Area III of the program curriculum outlined in the University's Academic Catalog).
3. The student must have a cumulative grade point average of 2.0 or higher for all coursework taken at the University. Students in the baccalaureate degree nursing program must be able to meet the physical and mental demands per the statutory requirements of the State of Florida.
4. The student must abide by all University rules and regulations before graduation.

Associate of Science in Medical Assisting Graduation Requirements

In order to graduate from the Associate of Science in Medical Assisting program, a student must:

1. The student must complete all curriculum requirements for the Associate of Science in Medical Assisting program.
2. The student must receive a C or better in all AHS courses.

Associate of Science or Associate of Applied Science in Occupational Therapy Assistant Graduation Requirements

South University and the OTA Program reserve the right to make changes to any and all systems, policies and procedures related to the OTA Program at any time. This includes changes to admissions, financial aid, and the curriculum and graduation requirements. Please consult the most current South University Academic Catalog or most current addendum for updated information.

In order to graduate from the Associate of Science in Occupational Therapy Assistant program or the Associate of Applied Science in Occupational Therapy Assistant, a student must:

1. Complete the course requirements described in the catalog in effect when the student enrolled. However, academic programs are subject to change at the discretion of the institution. Students who leave the University longer than one calendar year will be required to meet catalog requirements in effect at the time of their return. Students may request department chair/coordinator approval for a course substitution or waiver. The OTA Program Director in consultation with the Campus Director & Dean of Academic Affairs and Operations and College Dean must approve deviation from any program requirements. Students must complete Level II Fieldwork within 24 months following completion of the didactic portion of the program.
2. Achieve a cumulative grade point average of 2.50 or higher in all courses in the student's major in the Professional OTA Curriculum.
3. Achieve a cumulative grade point average of 2.50 or higher for all coursework taken at the University.
4. Abide by all University rules and regulations before graduation.

Students are expected to complete all graduation and fieldwork requirements in a timely manner. Students are required to complete the didactic portion of the professional curriculum within 150% of the published length. Level II Fieldwork A, Fieldwork Seminar A, Level II Fieldwork B, and Fieldwork Seminar B must be completed within 24 months of the first day of the cohort's originally scheduled Level II Fieldwork A placement.

Associate of Science and Associate of Applied Science in Physical Therapist Assistant Graduation Requirements

In order to graduate from the Associate of Science or the Associate of Applied Science in Physical Therapist Assistant program, a student must:

1. Successfully complete the course requirements described in the Catalog. Students who leave the University longer than one calendar year will be required to meet catalog requirements in effect at the time of their return.
2. Complete all coursework in the professional phase of the program with a cumulative grade point average (CGPA) of at least 2.50 and a minimum grade of C (or passing grade) in all courses.
3. Abide by all University rules and regulations before graduation.

Bachelor of Science in Nursing (BSN) programs Graduation Requirements

To graduate from the Undergraduate nursing programs (BSN) a student must satisfy the following requirements:

1. Successfully complete the program requirements described in the Catalog in effect when the student enrolled. Students withdrawn from the university one year or longer will be required to meet the program requirements in effect at the time of their return.
2. Have passing grades in all nursing lab and practice courses.
3. Have grades of "C" or higher in all nursing courses.
4. Have a cumulative grade point average (CGPA) of 2.5 or higher and a CGPA of 2.5 or higher in nursing courses.
5. Complete comprehensive achievement examinations and NCLEX review courses.

Bachelor of Science in Nursing (RN to BSN) programs Graduation Requirements

To graduate from the Nursing (RN to BSN) Program a student must satisfy the following requirements:

1. Successfully complete the program requirements described in the Catalog in effect when the student enrolled. Students withdrawn from the university one year or longer will be required to meet the program requirements in effect at the time of their return.
2. The student must successfully complete the required number of clinical practice hours and receive a satisfactory clinical performance evaluation.
3. Have grades of "C" or higher in all courses.
4. Have a cumulative grade point average (CGPA) of 2.5 or higher.

Master of Science in Criminal Justice Graduation Requirements

In order to graduate from the Master of Science in Criminal Justice program, a student must:

1. Successfully complete the program requirements described in the Catalog in effect when the student enrolled in South University.
2. Complete all course work in the degree program with a cumulative grade point average (CGPA) of at least 3.0 and no course grade below a C.

Doctor of Business Administration Graduation Requirements

To receive the Doctor of Business Administration degree, a student must satisfy the following requirements:

1. Successfully complete the course requirements described in the catalog in effect when the student enrolled in the program. A student who leaves South University longer than three quarters will be required to meet catalog requirements in effect at the time of his/her return.
2. Possess a cumulative grade point average of 3.0 or higher, with no grade below a B.
3. Successfully complete the requirements (with a Pass or High Pass) of the DBA Comprehensive Examination.
4. Successfully complete the requirements of the DBA Doctoral Dissertation.
5. Students enrolled in the online program must successfully complete the requirements of the DBA Virtual Residencies.

College of Business Graduation Requirements for Masters Programs Policy

In order to graduate from the Master of Science in Accounting, the Master of Business Administration, the Master of Business Administration in Healthcare Administration, the Master of Healthcare Administration, the Master of Science in Human Resources Management, the Master of Science in Information Systems, the Master of Science in Leadership, or the Master of Public Administration, a student must satisfy these requirements:

1. Successfully complete the program requirements described in the Catalog.
2. Complete all course work in the program with a cumulative grade point average (CPGA) of at least 3.0
3. Complete all course work in the program with no grade below a C.

Graduation Requirements for the Bachelor of Science to the Master of Science in Accounting (BS to MS in Accounting) Program

In order to graduate from the BS to MS in Accounting Program, a student must satisfy these requirements:

1. Successfully complete the program requirements described in the Catalog.
2. Complete all graduate course work in the program with a cumulative grade point average (CPGA) of at least 3.0
3. Complete all graduate course work in the program with no grade below a C.

Master of Arts in Clinical Mental Health Counseling Graduation Requirements

In order to graduate from the Master of Arts in Clinical Mental Health Counseling program, a student must:

1. Evidence a cumulative GPA of 3.0 or greater for all academic work required for the degree.
2. Successfully pass the Comprehensive Examination process.
3. Successfully remediate or repeat all courses in which a grade lower than a "C" was earned.
4. Successfully meet all conditions of a remediation plan(s) as provided by the Progress Promotions Policy during periods of probation or suspension.

*Please refer to the Graduate Student Handbook for the Clinical Mental Health Counseling program for additional information regarding the Progress Promotions Policy.

Master in Medical Science in Anesthesia Science Graduation Requirements
1. The student must complete the course requirements described in the catalog in effect when the student was enrolled.
2. The student must successfully meet the standards for Academic, Clinical and Professional Performance.
3. Students must maintain an overall CGPA of 2.5 at the time of graduation.
4. Student must be in good standing at the time of graduation; - i.e. not be on any type of warning or probationary status at the conclusion of their final quarter of enrollment.

Master of Science in Physician Assistant Degree Program Graduation Requirements
To receive a Master of Science in Physician Assistant degree a student must satisfy the following requirements:

1. The student must complete all course and program requirements as outlined in the Academic Catalog in effect at the time of enrollment and/or, if applicable at the time of reentry.
2. The student must receive a minimum grade of "C" or better in all courses.
3. The student must have a cumulative GPA of 3.0 or higher for all coursework taken while in the South University Physician Assistant program.
4. The student must demonstrate achievement of the program learning outcomes/competencies including successful completion of course required evaluations and program comprehensive evaluations.
5. The student has met the technical standards throughout the program.
6. The student must successfully complete the summative evaluation before graduation.

The typical pace of the Physician Assistant program curriculum is 27 months. Students must complete all graduation requirements for the Master of Science of Physician Assistant Degree within 45 months of their initial matriculation into the South University PA program.

Doctor of Nursing Practice, Master of Science in Nursing and the RN to Master of Science in Nursing Graduation Requirements
To graduate from the South University College of Nursing graduate program a student must satisfy the following requirements:

1. The student must successfully complete the program requirements described in the Catalog in effect when the student enrolled. Students withdrawn from the University one year or longer will be required to meet the program requirements in effect at the time of their return.
2. The student must successfully complete the required number of clinical practice hours and receive a satisfactory clinical performance evaluation.
3. A letter grade of "B" or better in all courses through the program of study (for RN to MSN students, a letter grade of "C" is allowed only in undergraduate courses. CGPA requirements apply for the entire program of study).
4. A CGPA of 3.0 on a 4.0 scale.

Master of Public Health Graduation Requirements
To receive the Master of Public Health degree, a student must satisfy the following requirements:

1. Successfully complete the program requirements described in the Catalog.
2. Possess a cumulative grade point average (CGPA) of 3.0 or higher, with no grade below a B.
3. Successfully complete the required number of public health practicum hours and receive a satisfactory performance evaluation.

Doctor of Ministry Graduation Requirements
The updated graduation policy below is in effect the starting quarter of March 17, 2026.
To receive the Doctor of Ministry degree, a student must satisfy the following requirements:

1. Successfully complete the course requirements described in the catalog. A student who leaves South University longer than three quarters will be required to meet catalog requirements in effect at the time of his/her return.
2. Possess a cumulative grade point average of 3.0 or higher and complete all coursework in the program with no grade below a B.
3. Abide by all University rules and regulations before graduation.
4. [Complete the Final Project Phase, including all necessary extensions, within a maximum of 80 weeks.](#)

School of Pharmacy Graduation Requirements

Students who have satisfactorily completed all academic requirements and who have been recommended by the School of Pharmacy faculty (as indicated by the successful completion of the School of Pharmacy curriculum) may be awarded the Doctor of Pharmacy degree, provided that they are of good moral character and have met the following standards. They must:

1. Have successfully remediated all course scores of 0.00 (F).
2. Have completed the Doctor of Pharmacy curriculum with no less than a 2.00 cumulative grade point average.
3. Have satisfactorily completed four academic years of residence in a school of pharmacy that is either fully ACPE accredited or has ACPE pre-candidate or candidate status, the final two academic years of which must be completed at South University School of Pharmacy.
4. Have completed all Interprofessional Education and Community Service requirements.
5. Have completed all legal and financial requirements of the School of Pharmacy.
6. Have exhibited the ethical, professional, behavioral, and personal characteristics necessary for the practice of pharmacy.
7. Have completed an exit interview with the Office of Financial Aid if the student is a recipient of any form of financial aid.

Posthumous Degrees

South University will award a posthumous degree if a student, at the time of their death, had not completed degree requirements but was actively enrolled at the University, was in good academic standing, and had completed approximately two-thirds of the requirements for the program. Next of kin of the deceased student may request, in writing, consideration for a posthumous degree to the College/School Dean. If the degree is awarded, and the next of kin desires, the deceased student's name can be read at the next commencement ceremony. In such cases a diploma will be provided free of charge.

If any of the proposed changes require any actions by any of the below, please explain and include dates of completed actions and/or deadlines for those required:

Student Progression Policies by Program

College of Arts and Sciences
Doctor of Ministry Program Progression Standards
The updated progression standards below are in effect as of March 17, 2026, quarter.
All course and practicum education requirements must be completed satisfactorily in order for the student to be eligible for graduation. All course and practical requirements are published in the course syllabi and expanded upon in the Student Practicum and Final Project Handbooks. D.Min. program faculty must comply with published syllabi and course goals and objectives as well as published requirements for satisfactory student progress through the program.

1. Students in good standing are required to meet the academic progression standards as stated in the Satisfactory Academic Progress Policy (SAP). Failure to meet the SAP standards may result in dismissal from the D.Min. program.

2. Students must earn a final grade of B or better in all courses, or a P in any Pass/Fail courses. Failure to do so will result in immediate dismissal of the program. No course re-takes are permitted.
3. All students must take MIN7000 Learning Skills for Ministry and MIN7001 Academic Writing in their first quarter/term. Students who take only one course should take MIN7000 first. Students must successfully pass MIN7000 with a final grade of B or higher and MIN7001 with a final grade of P. Students who do not successfully pass these courses will be dismissed from the program.
4. Students may elect to test out of MIN7001 Academic Writing by taking the WritePlacer Writing Test before registering for courses. The test is administered once at admission. Students who achieve a passing score of 6 or higher on the WritePlacer test are exempt from completing MIN7001 Academic Writing and may replace the course with an elective.
5. Standard Track students should plan to enroll in practicum courses after the fifth quarter/term. Students should plan to begin ministry internships or ministry mentor opportunities after the start of the first course in the practicum sequence (MIN7590 Ministry Practicum I) and to finish them before the end of the second course in the practicum sequence (MIN7690 Ministry Practicum II).
6. Students must successfully complete MIN7500, Theology and Research in Ministry, before enrolling in any final project course.
7. Students must successfully complete MIN7500 with a grade of B or better to register for courses in Final Project Phase (Dissertation or Ministry Project).
8. Students must successfully complete all requirements within the Final Project Phase (MIN8000, MIN8010 for Dissertation and MIN8001, MIN8011 for Ministry Project) with a final grade of P. If extensions are needed, students must successfully complete each extension with a final grade of LP or P. Students are not permitted to repeat Final Project Phase courses, or their respective extensions.
9. Students must meet ethical and professional standards as identified by the College of Theology, the American Association of Pastoral Counselors (AAPC), the Association of Professional Chaplains (APC), and South University.

Programmatic Probation

A student will be placed on probation in the following situations:

1. Inadequate practicum performance.
2. Violation of the Graduate Honor Code.
3. Breach of ethical, moral, or professional conduct.

Students who do not meet remediation expectations after two quarters of programmatic probation will be dismissed from the program.

Note: A student cannot be placed on programmatic probation more than once.

Reinstatement Policy

Students who are placed on programmatic probation will be given a remediation plan developed by the Department Chair or designee and approved by College Assistant Dean. The Department Chair or designee will then notify the Registrar to reinstate the student or to continue with the probation.   The remediation plan may include academic and non-academic requirements appropriate to the reason for probation.

Students who are alleged to have violated the South University Honor Code or the standards of ethical professional conduct adopted by the College of Art and Sciences will be referred to the Integrity Committee.

Appeal of Programmatic Probation or Dismissal

Students may appeal the decision to be placed on programmatic probation to the College Dean or his/her designee. The student should provide any necessary documentation along with a letter of appeal. The College Dean will review the case and interview participants. The student may appeal the decision of the College Dean to the Vice

Chancellor for Academic Affairs or his/her designee. The decision of the Vice Chancellor (or designee) is final. The appeal process for programmatic probation or dismissal for violations of the Honor Code or violations of ethical and professional standards can be found in the South University Student Handbook.

College of Business Progression Standards
Doctor of Business Administration (DBA) Progression Policy

All course and program requirements must be completed satisfactorily in order for the student to be eligible for graduation.

1. Students must complete all coursework in the program with a grade of B or better. Students will be permitted to repeat coursework in a single occurrence in which they scored lower than the required letter grade the next quarter or session that the course is offered. No course may be retaken more than once. Students who fail to successfully complete courses will be dismissed from the program.
2. All students must take BUS7000 Introduction to the Professional Doctorate in their first quarter/term. If the course is not passed with a grade of B or better, the course must be retaken and no other courses may be taken until the course is successfully completed after no more than one attempt. Students who fail to successfully complete BUS7000 will be dismissed from the program.
3. Students in good standing are required to meet the academic progression standards as stated in the Satisfactory Academic Progress Policy (SAP). Failure to meet the SAP standards may result in dismissal from the DBA program.
4. The comprehensive examination must be successfully completed prior to beginning the dissertation phase. The successful completion of the comprehensive examination indicates the student's broad expertise of the degree's content focus and readiness to undertake and complete the dissertation concluding the program of study. The exam includes four individual tests, each of which must be passed successfully within two attempts. Students who fail to pass the comprehensive exam after two attempts will be dismissed from the program.

Progress through the dissertation phase of the DBA program includes a sequence of five required, 0-credit courses and up to five, 0-credit extension courses.

Progression Policy Requirements:

- A student can earn a grade of Pass (P), Limited Progress (LP), or Fail (F) in the dissertation courses. The Dissertation Committee determines one of these outcomes for each course, including extension courses, in the dissertation sequence that corresponds to the grading scale in this way:
  ◦ Approved = P
  ◦ Approved with minor revisions = P
  ◦ Not approved with major revisions = LP
  ◦ Not approved because more than 50% of the course outcomes have not been met = F
- Students who receive a grade of "F" in a non-extension course will be required to repeat the non-extension course and will be allowed only one repeated attempt of that course.
- An extension course in the dissertation sequence can be repeated one time
- While enrolled in the dissertation phase of the DBA program, students who earn three grades of "F" will be dismissed from the program.

Course #1--BUS8100, Doctoral Dissertation Research Development
Students enrolled in BUS8100, Doctoral Dissertation Research Development, must have completed these outcomes before progressing to the next course in the series:

1. Propose an acceptable dissertation topic.
2. Justify a research problem statement.
3. Compose a research purpose statement.

4. Formulate preliminary research questions that align with the problem and purpose statement.
5. Develop an abridged literature review.

The Dissertation Committee will take one of the following actions:

- Approved
- Approved with minor revisions
- Not approved with major revisions
- Not approved because more than 50% of the course outcomes have not been met

In order to progress to the next course in the sequence, the Dissertation Committee must approve and accept the student's work submitted or approve the work submitted with minor revisions.

If the Dissertation Committee has determined that the student's work requires major revisions, the student will receive a grade of Limited Progress (LP) and will be required to enroll in BUS8100E, Doctoral Dissertation Research Development Extension.

Students who are not able to complete more than 50% of the required course outcomes while enrolled in the non-extension course will receive a grade of "F" in the course and will be required to repeat the non-extension course.

Students who are not able to complete more than 50% of the required course outcomes while enrolled in the extension course will receive a grade of "F" in the extension course.

Course #2-BUS8105, Doctoral Dissertation Proposal
Students enrolled in BUS8105, Doctoral Dissertation Proposal, must have completed these outcomes before progressing to the next course in the series:

1. Complete a literature review and establish a theoretical perspective to support the research design process.
2. Create a working bibliography of academic and professional titles.
3. Select an appropriate research method to support the dissertation topic and design process.

This portion of the Dissertation Proposal is reviewed and acted upon by the Dissertation Committee. The Dissertation Committee will take one of the following actions:

- Approved
- Approved with minor revisions
- Not approved with major revisions
- Not approved because more than 50% of the course outcomes have not been met

If the Dissertation Committee has determined that the student's work requires major revisions, the student will receive a grade of Limited Progress (LP) and will be required to enroll in BUS8105E, Doctoral Dissertation Proposal Extension.

Students who are not able to complete more than 50% of the required course outcomes while enrolled in the non-extension course will receive a grade of "F" in the course and will be required to repeat the non-extension course.

Students who are not able to complete more than 50% of the required course outcomes while enrolled in the extension course will receive a grade of "F" in the extension course.

Course #3-BUS8110, Doctoral Dissertation Proposal Defense
Students enrolled in BUS8110, Doctoral Dissertation Proposal Defense, must have completed these outcomes before progressing to the next course in the series:

1. Identify appropriate data collection method(s).

2. Finalize the dissertation topic proposal.
3. Prior to collecting data, seek approval from the Institutional Review Board (IRB), including required certifications (e.g., CITI, NIH HIPAA), if the research to be conducted for the dissertation includes human subjects.
4. Successfully defend Dissertation Proposal to the Dissertation Committee.

The Dissertation Proposal is reviewed and acted upon by the Dissertation Committee. The Dissertation Committee will take one of the following actions:

- Approved
- Approved with minor revisions
- Not approved with major revisions
- Not approved because more than 50% of the course outcomes have not been met

If the Dissertation Committee has determined that the student's work requires major revisions, the student will receive a grade of Limited Progress (LP) and will be required to enroll in BUS8110E, Doctoral Dissertation Proposal Extension.

Students who are not able to complete more than 50% of the required course outcomes while enrolled in the non-extension course will receive a grade of "F" in the course and will be required to repeat the non-extension course.

Students who are not able to complete more than 50% of the required course outcomes while enrolled in the extension course will receive a grade of "F" in the extension course.

Course #4-BUS8115, Doctoral Dissertation Preparation
Students enrolled in BUS8115, Doctoral Dissertation Preparation, must have completed these outcomes before progressing to the next course in the series:

1. Collect data through the previously identified method(s).
2. Analyze the data collected through the previously identified method(s).
3. Draw conclusions based on the analysis of data.
4. Draft a reporting and discussion of the research results.
5. Draft a discussion of the conclusions and recommendations based on the data analysis.

This portion of the Dissertation draft document is reviewed and acted upon by the Dissertation Committee. The Dissertation Committee will take one of the following actions:

- Approved
- Approved with minor revisions
- Not approved with major revisions
- Not approved because more than 50% of the course outcomes have not been met

In order to progress to the next course in the series, the Dissertation Committee must approve the student's work submitted or approve the work submitted with minor revisions.

If the student's final Dissertation has not been approved by the Dissertation Committee, the student will receive a grade of Limited Progress (LP) and will be required to enroll in BUS8115E, Doctoral Dissertation Preparation Extension.

Students who are not able to complete more than 50% of the required course outcomes while enrolled in the non-extension course will receive a grade of "F" in the course and will be required to repeat the non-extension course.

Students who are not able to complete more than 50% of the required course outcomes while enrolled in the extension course will receive a grade of "F" in the extension course.

Course #5--BUS8120, Doctoral Dissertation Defense
Student enrolled in BUS8120, Doctoral Dissertation Defense, must have completed these outcomes:

1. Analyze the data collected through the previously identified method(s).
2. Draw conclusions based on the analysis of data.
3. Finalize a reporting and discussion of the research results.
4. Finalize a discussion of the conclusions and recommendations based on the data analysis.
5. Successfully defend final Dissertation to the Dissertation Committee.

The final Dissertation is reviewed and acted upon by the Dissertation Committee. The Dissertation Committee will take one of the following actions:

- Approved
- Approved with minor revisions
- Not approved with major revisions
- Not approved because more than 50% of the course outcomes have not been met

If the student's final Dissertation has not been approved by the Dissertation Committee, the student will receive a grade of Limited Progress (LP) and will be required to enroll in BUS8120E, Doctoral Dissertation Defense Extension.

Students who are not able to complete the final Dissertation while enrolled in the extension course will be dismissed from the program.

Appeals

Students enrolled in the DBA program seeking to challenge a grade will follow the university procedure. Refer to this section in the South University catalog: Grade Challenges for All Programs Except Nursing Programs, School of Pharmacy and Physician Assistant program. If a DBA student grade challenge is overturned, notification will be provided to the Department Chair in order to ensure accurate placement in future courses.

Students enrolled in the DBA program seeking to appeal a SAP dismissal decision will follow the university procedure. Refer to this section in the South University catalog: Procedures for Appealing Academic/Financial Aid Dismissal. If a DBA student SAP appeal is approved, notification will be provided to the Department Chair in order to ensure accurate placement in future courses.

Students enrolled in the DBA program seeking to appeal a Program Progression dismissal decision will direct their request to the Program Director of the DBA program. In order to be considered for an appeal the student must have one of the mitigating circumstances listed in the South University Satisfactory Academic Progression policy. In consultation with the Dean/Director of Academic Affairs where the student is enrolled, the Program Director will make a decision regarding the student's appeal. The Program Director will communicate receipt of the appeal and the decision to the Department Chair. If not satisfied with the decision of the Program Director, the student may appeal to the Department Chair. In consultation with the Dean/Director of Academic Affairs where the student is enrolled, the Chair will make a decision regarding the student's appeal. The Chair will communicate receipt of the appeal and the decision to the Assistant Dean. If not satisfied with the Chair's decision, the student can appeal to the College Dean. Upon receipt of the appeal, the College Dean will notify and consult with the Dean/Director of Academic Affairs where the student is enrolled. The decision of the College Dean is final.

Master of Business Administration (MBA) and Master of Business Administration in Healthcare Administration (MBA-HCA) Formative Progression Standards

To ensure academic success and preparedness in the MBA and MBA-HCA program, applicants must meet this specific progression criteria. These criteria are applicable to all MBA and MBA-HCA students, regardless of their prior undergraduate experience.

Initial Coursework Requirements

1. All MBA and MBA-HCA program students must enroll in MBA5009 (Managerial Environment) and MBA5001 (Organizational Behavior and Communication) during their first quarter, unless transfer credit evaluation is approved for equivalent courses to MBA5001 and MBA5009.
   ◦ Grade Requirement: Students must earn the grade of "B" or higher in both MBA5001 and MBA5009 to progress in advanced coursework in the MBA and MBA-HCA program.

Failure to Meet Course Grade Requirement:

1. Students who do not achieve the grade of "B" or higher must retake MBA5001 and/or MBA5009 before advancing in the MBA or MBA-HCA program.
   ◦ Students are allowed two retakes of MBA5001 and/or MBA5009 to attempt to achieve the grade of "B" or higher.

Retaking MBA Courses:

1. Students are allowed to retake MBA5009 and/or MBA5001 a maximum of two times to achieve a grade of "B" or higher.
   ◦ If a student earns a "B" or higher on their first or second retake, they will be eligible to advance in the MBA and MBA-HCA program.
   ◦ Students who do not achieve a grade of "B" or higher in either course after three total attempts will be dismissed from the program.

Appeals:

1. MBA and MBA-HCA students wishing to appeal a dismissal implemented due to the MBA and MBA-HCA Progressions Policy must do so in writing to the Director of the Program. In order to be considered for an appeal, the student must have one of the mitigating circumstances listed in the South University Satisfactory Academic Progression policy.
2. Students who are not satisfied with the decision of the Program Director may appeal to the Department Chair within five business days of receiving the Program Director's decision. If the student is not satisfied with the decision of the Department Chair, the student may appeal to the Dean of the College of Business and Information Technology within five business days of receiving the Department Chair's decision. The decision of the Dean of the College of Business and Information Technology is final.

Students who are dismissed a second time while in MBA and MBA-HCA program will be permanently dismissed from the program and will not be eligible for readmission into any South University MBA and MBA-HCA program.

Bachelor of Science in Accounting to Master of Science in Accounting (BSA to MSA) Progression Policy

Students must meet these requirements in order to enroll in graduate level accounting courses:

- The student must have earned a grade of "C" or better in ACC1001, ACC1002, and ACC1003.
- The student must have earned a cumulative GPA of at least 2.7 on undergraduate coursework.

Students may appeal the minimum CGPA requirement to the Dean of the College of Business.

College of Health Professions Progression Standards

Associate of Science in Medical Assisting Formative Progression Standards

To be eligible for graduation, Medical Assisting (MA) students must successfully complete all course and clinical education requirements. Students must comply with published programmatic policies, syllabi, course goals and objectives, as well as University requirements to ensure satisfactory student progress through the MA program.

1. The MA Progression Standards include the following criteria: Students enrolled in MA major curriculum level 2000 coursework (i.e., AHS2005, AHS2006, AHS2007, AHS2087, AHS2090, AHS2092, AHS2095, and AHS2098) must achieve a minimum grade of C in each course. If students do not earn the minimum grade of C, they may repeat the course a maximum of two times. Students should be aware of policies regarding minimum GPA requirements, incremental completion rate (ICR), and maximum timeframe (MTF) outlined in the Undergraduate SAP policy located in the Academic Catalog. If students are not able to achieve a minimum of grade of C in the above mentioned courses after three attempts, they will be dismissed from the MA program.
2. Students must meet minimum competency standards, which are listed in the MA program student handbook and MA course syllabi. Students who fail to receive a passing grade for a required competency must repeat the course associated with the competency.
3. Students who are dismissed from a practicum site will be suspended from the MA program.
   ◦ The student will receive "F" for the course.
   ◦ The student will be referred to the MA Progressions Committee, which will investigate the reason for the dismissal.
   ◦ If the Committee decides the dismissal is a substantial indicator the student will not succeed in the profession, the student will be dismissed from the program.
   ◦ If the Committee determines the student has a high potential of entering the profession as a safe, proficient practitioner, the student will be provided one additional opportunity to repeat the practicum course.
   ◦ If the student is dismissed a second time from a practicum site, the student will be permanently dismissed from the MA program.
4. Violations of the MA program policies, South University's Code of Conduct, or the College of Health Profession's policies, including positive criminal history or drug screen findings, may result in dismissal from the MA program. The MA Progressions Committee will determine if students dismissed from the program are eligible to reapply for reentry into the MA program.

Students seeking reentry into the MA program should follow the following process:

1. MA students wishing to appeal an unsatisfactory course or practicum grade must do so in writing in accordance with the University's Grade Challenges policy as published in the South University Catalog.
2. MA students wishing to appeal a dismissal that occurred under the University's Code of Conduct must do so in writing in accordance with the University's Code of Conduct as published in the South University Student Handbook.
3. MA students wishing to appeal a dismissal implemented by the MA Progression Committee - due to violations of the MA program and College of Health Professions policies must do so in writing to the MA Department Chair within five business days of the dismissal. The written communication to the MA Department Chair must include the student's reasons for the appeal. If the student is not satisfied with the decision of the MA Department Chair, the student may appeal to the Assistant Dean of the College within five business days of receiving the MA Department Chair's decision. If the student is not satisfied with the decision of the Assistant Dean of the College, the student may appeal to the Dean of the College of Health Professions within five business days of receiving the Assistant Dean of the College's decision. The decision of the Dean of the College of Health Professions is final. If a student is dismissed a second time while in the technical phase of the MA program, the student will be permanently dismissed from the program and will not be eligible for readmission into any South University MA program.

Associate of Science and Associate of Applied Science in Occupational Therapy Assistant Program Progression Standards

OTA program faculty must comply with published syllabi, course goals and objectives as well as with published requirements for satisfactory progress throughout the program.

1. Students in the Professional Curriculum of the OTA Program must achieve a minimum grade of C in each course and maintain a required minimum GPA of 2.50 in all courses with an OTA prefix.
2. When awarding grades, OTA faculty will observe the following:
   ◦ If extra credit is used, it must be offered within the context of a course and be related to specific course content and offered to every student in that course. Any time faculty consider using extra credit, it must be reviewed and approved by the Program Director prior to implementation. If a student is absent when the extra credit items are offered, that student must have an opportunity to complete the extra credit item(s) on his/her return to class.
   ◦ Faculty will not implement rounding up or down when grading. Students achieve the points they earn, which will be totaled at the end of the quarter and a letter grade awarded. A student has the right to appeal any grade earned.
3. Students in good standing in the OTA Program who achieve a score below 75% on a major assignment, written exam or lab practical exam must receive remediation as determined by the course instructor (e.g., counseling, meeting to review work, remediation session, learning contract). Failure of the student to comply with a remediation plan may result in a failing grade.
4. If a student achieves a grade below a C, that student will not be allowed to progress in the OTA Program. The student is permitted to repeat the course(s) in which s/he achieved a grade below a C the next time the course is offered and based on space availability in the cohort. This repeat course option is only offered once during the Professional Curriculum (twice if the courses involve co-requisites OTA 2380/2385 or OTA 2390/2395). In collaboration with the course instructor, the Program Director will generate a re-entry plan for students that may include the review of any OTA courses already taken to minimize knowledge erosion and/or assignments to strengthen weak areas. Before re-entry, faculty reserve the right to assess the student's retention of previously learned OT content to further identify areas needing improvement. This information may form the basis of a learning contract.
5. Any student achieving a grade below a B (80%) when retaking an OTA course is dismissed from the OTA Program and is not eligible for reinstatement. Students dismissed from the OTA Program may appeal their dismissal to the OTA Committee on Progression and Appeals, as described in the OTA Student Handbook.6
6. Students will be dismissed from the OTA Program if they receive more than one D or F in any quarter in any course with an OTA prefix. The Program Director will notify students in writing. Students dismissed from the OTA Program may appeal their dismissal to the OTA Committee on Progression and Appeals, as described in the OTA Student Handbook.
7. Any student who violates the College of Health Professions Background Check or Drug and Alcohol Screening Policy while enrolled in the OTA Program will be referred to the OTA Committee on Progressions and may be dismissed from the program.
8. A student may withdraw from any course with an OTA prefix only once. If a student withdraws from an OTA course more than once, that student will be dismissed from the OTA Program. Students dismissed from the OTA Program must apply for readmission.
   ◦ Level II Fieldwork experiences A and B must be completed within 24 months of the first day of the cohort's originally scheduled Level II Fieldwork A placement.
   ◦ Level II Fieldwork A and B are completed meeting competency standards mandated by the most current American Occupational Therapy Association's Fieldwork Performance Evaluation Form. All Level II Fieldwork is Pass/Fail. *NOTE: It is strongly recommended that students not work during the quarters in which they are placed on corequisites OTA2380 Level II Fieldwork A and OTA2385 Fieldwork Seminar A and corequisite OTA2390 Level II Fieldwork B and OTA2395 Fieldwork Seminar B.*

- During these last two quarters, of fieldwork, students must achieve entry level competency by demonstrating professionalism, knowledge, skills and abilities sufficient to achieve a passing score on the AOTA Fieldwork Performance Evaluation Form. To do this, students must be physically, emotionally and cognitively able to fully engage at each fieldwork site.
9. Students who fail either Level II Fieldwork A or B due to outside work demands will be dismissed from the Professional OTA Curriculum.
10. Students may appeal their dismissal to the OTA Committee on Progression and Appeals, as described in the OTA Student Handbook.
11. The following situations may occur in the last didactic quarter of the Professional OTA Curriculum, the quarter before Level II Fieldwork A begins:
    - If a student achieves a CGPA below 2.50 in the last didactic quarter before Level II Fieldwork A and if it is mathematically possible for the student to achieve a minimum CGPA of 2.50 in the Professional OTA Curriculum, that student may decelerate, receiving remediation to achieve necessary competencies and the minimum required CGPA of 2.50 before progressing in the Professional OTA Curriculum.
    Remediation may include, but be not limited to, sitting out a quarter, retaking a course or courses, completing remedial assignments, demonstrating skills or taking exams.
    Remediation will be documented using a performance improvement plan to include the issue(s), expected outcomes, activities, timeline and supervising faculty member(s).
    The decision as to whether the student may progress or not rests with the OTA Program Director, based on the advisory capacity of the OTA Committee on Progression and Appeals.
    - If, however, it is not mathematically possible for the student to achieve the minimum required CGPA of 2.50 within one quarter of being placed on programmatic academic warning, the student will be dismissed from the Professional OTA Curriculum. Students dismissed may appeal their dismissal to the OTA Committee on Progression and Appeals, as described in the OTA Student Handbook.
    - If the issue is unprofessional behavior and/or attitude, a performance improvement plan will be put in place to modify those behaviors and/or attitudes; this plan will include, but be not limited to, the issue(s), expected outcomes, activities, timeline and supervising faculty member(s).
    Student competency during remediation will be documented in accordance with the performance improvement plan by supervising faculty and/or the Program Director.
    A student's failure to adhere to the performance improvement plan may result in a delayed fieldwork placement and up to dismissal from the OTA Program.
    The decision as to whether the student may progress with the next logical cohort rests with the OTA Program Director, based on the advisory capacity of the OTA Committee on Progression and Appeals. Students dismissed may appeal their dismissal to the Dean of Student Affairs, as described in the OTA Student Handbook.
12. A student is permitted only one opportunity to repeat a Level I or Level II Fieldwork A or B placement upon approval of the OTA Program Director, based on the advisory capacity of the OTA Committee on Progression and Appeals. A student who fails a second Level I or Level II Fieldwork A or B placement will be dismissed from the Professional OTA Curriculum. Students dismissed may appeal their dismissal to the OTA Committee on Progression and Appeals, as described in the OTA Student Handbook.
13. Students dismissed from a Level I, Level II A or Level II B Fieldwork placement by the Fieldwork Educator or by the Academic Fieldwork Coordinator prior to completing the placement will be required to sit out from the fieldwork experience while the Program Director and OTA Committee on Progression and Appeals investigates the reasons for the dismissal.
    - If the Program Director and/or committee determine that the dismissal is an indicator that the student will not succeed in the profession, the student will be dismissed from the OTA Program.
    - If the Program Director and/or committee determine the student has a high probability of entering the profession as a safe, proficient practitioner despite the dismissal from a fieldwork placement, the student may be permitted to repeat the Level I, Level II A or Level II B Fieldwork placement when placements are available.

14. If a student withdraws from a Level I or Level II Fieldwork A or B placement, the student can be provided with a remediation plan and a directive to sit out until the course is next offered. The student can be dismissed from the Professional OTA Curriculum, depending on the reason for the withdrawal.
15. Students may be dismissed from the Professional OTA Curriculum for nonacademic issues including, but not limited to, unprofessional conduct, insubordination, violation of the College of Health Professions Background Check or Substance Abuse Screening policy, university's Code of Conduct Policy and noncompliance with other university or program policies and procedures.
    ◦ Infractions may result in progressive disciplinary action that includes, but is not limited to, feedback on continuing student review forms, counseling, verbal warning, written warning or dismissal from the OTA Program.
    ◦ If a student receives two or more written warnings, the case will be considered by the OTA Progressions Committee in an advisory capacity to the OTA Program Director, who will make the final decision.
    ◦ If an infraction from unprofessional behavior places the well-being of any individual at risk or violates the ethical code of the occupational therapy profession, the student will be dismissed immediately from the OTA Program. Students dismissed from the OTA Program because of a nonacademic issue may appeal their dismissal to the Campus Dean of Student Affairs, as described in the South University Campus Handbook.
16. If a student is eligible for re-entry into the OTA Program, that student has up to one year from the date of last attendance to re-enter the OTA Program without having to reapply as a new student.
17. If a student is eligible for re-entry into the OTA Program and it is more than one year from date of last attendance, the student must reapply for admission to the university and into the Professional Curriculum of the OTA Program as a new student, regardless of grades obtained during prior enrollment.
18. OTA students wishing to appeal a Satisfactory Academic Progress dismissal can submit an appeal request to the OTA Department Chair within five business days of receipt. If the student is not satisfied with the decision of the Department Chair, the student may appeal further to the Assistant Dean of the College, within five business days. If the student is not satisfied with the Assistant Dean of the College's decision, the student may appeal to the Dean of the College of Health Professions within five business days of receiving the decision. The decision of the Dean of the College of Health Professions is final. If a student is dismissed a second time while in the professional phase of the OTA program, the student will be permanently dismissed from the program and will not be eligible for readmission into any South University OTA program.

Reinstatement

Students who have withdrawn from the Professional Curriculum of the OTA Program and wish to be considered for reinstatement must reapply using the process described below.

The reinstatement process will be offered only once to a student. There is no guarantee of reinstatement into the OTA Program. Students who have been dismissed from the OTA Program for any reason and whose appeals for re-entry have been denied are not eligible for re-instatement.

1. No later than the third week of the academic quarter before the quarter in which the student wishes to reenroll, the student must submit a written letter to the Program Director requesting reinstatement in the OTA Program.

The reinstatement letter must include the following:

- Reasons why student was unsuccessful in the past, supported by documentation (e.g., letter from physician, notice of death in family, eviction notice from landlord)
- What has changed to lead the student to believe success is possible examples of how student plans to ensure future success
- Examples of how student plans to ensure future success

2. The OTA Committee on Progression and Appeals will review reinstatement letters and advise the Program Director.
3. No later than midterm in the quarter before the student seeks to reenroll, the OTA Program Director will determine whether reinstatement into the OTA Program is warranted.
4. The decision will be based on availability of space in the cohort and on the student's potential to achieve success in the OTA curriculum, as determined by the Program Director.
5. Students may appeal decisions made by the OTA Program Director to the OTA Department Chair within five business days of receipt. If the student is not satisfied with the decision of the Department Chair, the student may appeal further to the Assistant Dean of the College, within five business days. If the student is not satisfied with the Assistant Dean of the College's decision, the student may appeal to the Dean of the College of Health Professions within five business days of receiving the decision. The decision of the Dean of the College of Health Professions is final.
6. At any time in the re-entry process, the student may be asked to meet with his or her academic advisor.
7. The reinstated student will be required to comply with the curriculum and requirements in force at the time of reinstatement, including any changes made to the curriculum or prerequisites during his or her absence from the program.
8. Students who are eligible for reinstatement and have been out of the program for any reason for less than one year since the last date of attendance may apply for re-entry by the process described above.
9. Students who are eligible for reinstatement and have been out of the program for any reason longer than one year from date of last attendance must reapply for admission to South University and to the OTA Program as a new student.

Associate of Science and Associate of Applied Science in Physical Therapist Assistant Program Progression Standards

Physical Therapist Assistant (PTA) students are required to satisfactorily complete all professional phase course and clinical education requirements in order to remain in good standing and to be eligible for graduation. Students and program faculty must comply with published programmatic policies, syllabi, course goals and objectives, as well as published University requirements to ensure satisfactory student progress through the professional phase.

The PTA Progressions Committee (PC) is responsible for monitoring the professional phase progressions and reinstatement policies, which include academic, clinical, and conduct domains related to the PTA program. The PC reviews the progress of each student no less than once per quarter and more frequently as indicated. The PC will recommend an appropriate action for each student based on his/her academic, clinical, and professional performance. These actions may include progression to the next quarter, graduation, warning, continued warning, removal from warning, suspension, or dismissal. The PC may recommend other actions including, but not limited to, remediation or repetition of coursework and participation in academic tutoring.

The policies described below either clarify, operationalize, or augment the South University Satisfactory Academic Progress Policies.

Good Standing Status - Students must meet all of the following criteria while in the professional phase of the program:

1. Maintain the minimum cumulative grade point average (CGPA) of 2.50 for all technical PTA designated courses during each quarter of the professional phase. (Note: PTA1001 will be included in GPA calculations for the first quarter of the professional phase even if the student takes the course prior to entry into the professional phase.)
2. Successfully complete academic coursework by achieving a minimum grade of "C" (70%) in all PTA designated courses. If a course has a lab element, the evaluation requirements are divided into lecture and laboratory components. In order for a final grade to be calculated, student must achieve a minimum average of 70% in

EACH individual component. Averages below 70% in either the lecture or laboratory component will result in a "D" or "F" grade. If BOTH components meet the minimum 70%, they will be averaged together and then professional behavior points will be added to assign the final course grade.

1. Students who do not achieve a minimum grade of "C" in any PTA course are unable to continue in the curriculum and will be immediately dismissed. Please refer to the PTA Dismissal and Withdrawal Process below.
2. Remediation While in Good Standing:
    1. Remediation is mandatory if a student scores less than 75% on a written exam or if the student fails to demonstrate all designated critical elements in a practical examination. Failure to remediate via the format prescribed by the instructor (or PC) will result in an incomplete grade. Refer to the University catalog for the requirements for resolution of an incomplete grade.
    2. A written remediation plan (e.g., Student Counseling Report, Student Learning Contract, etc.) is initiated when a student's average is nearing or below a failing grade for the course. Failure to comply with a remediation plan is likely to result in a failing grade.
3. Successfully complete clinical coursework with a grade of pass (P). To receive a passing grade (P), students must meet minimal competency standards and successfully complete all course requirements as published in clinical course syllabi.
    1. If the student fails to receive a passing grade in any clinical course or if they are removed or withdraw from a clinical affiliation, they will proceed to Level Two: Suspension.
4. Student Code of Conduct/Professional Behavior
    1. Students will abide by the University Code of Conduct (see Campus Student Handbook), College of Health Professions policies, and PTA Professional Conduct Code below.

PTA Professional Conduct Code

The PTA faculty consider professional behavior as one of the most important components in the education of PTA students. Students enrolled in the PTA program are expected to abide by all of the following:

1. the South University Code of Conduct,
2. the American Physical Therapy Association's (APTA) Guide for Conduct of the PTA,
3. the APTA's Standards of Ethical Conduct for the PTA, and
4. additional programmatic and instructor policies (e.g., attendance policies, lab rules, etc.) as published in the PTA Program Student Handbook and course syllabi.

Code of Conduct violations will be referred to the Dean of Student Affairs and addressed according to the disciplinary procedures published in the Campus Student Handbook. All other violations will be referred to the Program Director and may result in a written remediation plan, referral to the Progressions Committee (PC), and/or referral to the Campus Director & Dean of Academic Affairs and Operations.

PTA Dismissal and Withdrawal Process

1. Level One: "Warning" Failure to maintain the minimum CGPA of 2.50 will result in the student being placed on programmatic warning. The student will be permitted to remain on warning for a maximum of one quarter (but no later than the first full-time externship). If this requirement is not met, the student will be dismissed from the program (see Level Three: Immediate Dismissal).
2. Level Two: "Suspension" Withdrawal or removal from a clinical course or receipt of a failing grade in a clinical course will result in suspension while the PC investigates the situation. The PC will choose one of the following actions within 14 calendar days of the occurrence:

- If the committee determines that the student has a high probability of entering the profession as a safe, proficient practitioner, the student may be permitted to repeat the clinical course. The PC will outline

requirements for completion of the course in conjunction with the Program Director and Academic Coordinator for Clinical Education (ACCE). The option to repeat a clinical course will be offered only once for any student while in the professional phase of the program.

- If the committee deems the withdrawal/removal or failing grade a substantial indicator that the student will not succeed in the profession, the student will proceed to Level Three: Immediate Dismissal. Failure to achieve a CGPA of 2.5 within one quarter of being placed on warning status. Failure to achieve a CGPA of 2.5 prior to the first full-time externship. Receipt of "D" or "F" grades in one or more academic courses. The PC recommends dismissal in the case of an incomplete clinical course or failed clinical course. The PC recommends dismissal in the case of a significant policy, Code of Conduct, or PTA Professional Conduct Code violation. Level Three: "Immediate Dismissal"

3. Level Three: "Immediate Dismissal" Students are immediately dismissed when any of the following occur:
    ◦ Failure to achieve a CGPA of 2.5 within one quarter of being placed on warning status.
    ◦ Failure to achieve a CGPA of 2.5 prior to the first full-time externship.
    ◦ Receipt of "D" or "F" grades in one or more academic courses.
    ◦ The PC recommends dismissal in the case of an incomplete clinical course or failed clinical course.
    ◦ The PC recommends dismissal in the case of a significate policy, Code of Conduct, or PTA Professional Conduct Code violation.

The Program Director will notify students in writing if they are dismissed from the program. PTA students wishing to appeal an unsatisfactory didactic or clinical course grade must do so in writing in accordance with the Grade Challenges Policy as published in the Academic Catalog.

Students wishing to appeal an academic/financial aid dismissal can submit an appeal request to the PTA Department Chair within five business days of receipt. If the student is not satisfied with the decision of the Department Chair, the student may appeal to the Assistant Dean of the College within five business days. If the student is not satisfied with the Assistant Dean of the College's decision, then the appeal may be sent to the Dean of the College of Health Professions, within five business days. The decision of the Dean of the College of Health Professions is final.

PTA students dismissed under the Student Code of Conduct and/or PTA Professional Conduct Code must also appeal in writing. This appeal will be handled in accordance with the University Code of Conduct policy published in the Campus Student Handbook.

Students who have withdrawn from the program or who have been dismissed from the program may be eligible for reinstatement in the future. Please see the PTA Reinstatement Policy for more information. Note: If the student is dismissed a second time while in the professional phase, the student will be permanently dismissed from the program and will not be eligible for readmission into any South University PTA program. Students should be aware that withdrawing from any course within the PTA curriculum schedule automatically withdraws the student from the PTA program.

PTA Reinstatement Policy

Students who wish to be considered for reinstatement should reapply using the following procedure. The reinstatement process will only be offered once. There is no guarantee of reinstatement for any student. Note that any appeals must be concluded prior to initiating the reinstatement process.

To begin the reinstatement process, the student must apply in writing to the Progressions Committee (via the Program Director) requesting reinstatement in the program. The letter must include the date the student wishes to return and a rationale describing how the student plans to complete the program successfully. The letter must be received by the Program Director no later than 60 calendar days prior to the first day of the academic quarter into

which the student wishes to reenroll. The Progressions Committee (PC) will meet within 21 calendar days of receipt of the letter to consider the reinstatement request and complete a plan of action to address the reasons for withdraw/dismissal. The student may be required to attend this meeting.

The PC will formally notify the student of their decision and plan of action within 7 calendar days of the meeting. If remediation or other action is warranted, it must be successfully completed no less than 7 calendar days prior to the start of the quarter in which the student wishes to reenroll. If this does not occur, the student must reinitiate the reinstatement process. The final decision for acceptance into the next cohort will be based upon available slots in the cohort, successful completion of any actions required by the PC, and a reasonable expectation that the student in question has potential to succeed in the program.

Reinstatement Procedure

1. If the student withdrew or was dismissed during the first quarter of the professional phase, the PC may elect to have the student enter the ranking process to gain admission to the next cohort. The student will be required to follow the same application process as all other applicants. If the student gains admission to the professional phase, the student will repeat all previously attempted PTA coursework.
2. If the student withdrew or was dismissed after completing one or more quarters of the professional phase, the PC will determine what coursework, if any, must be repeated upon reinstatement. The student must repeat any course in which the student did not achieve a minimum grade of "C" (70%), however the PC may also require a student to repeat coursework that was completed successfully if it is deemed to be critical to the success of the student (see financial aid for costs associated with retaking coursework). The PC may also require actions including, but not limited to, remediation, competency checks, and/or written or didactic exams to determine if the student is suitable to return to the program and to help ensure student success.
    1. When a student repeats a course the student must achieve a minimum grade of B (80%) to continue in the curriculum. If the course has a lab element, students must achieve a minimum average of 80% in EACH individual component (i.e., lecture and lab). If the student fails to achieve a minimum grade of B in repeated coursework, the student will be dismissed from the program and is not eligible for reinstatement.
3. Students who are eligible for reinstatement and who have been out of the program for longer than one year must reapply for admission to the university and meet the current admissions requirements of the professional phase of the PTA program.
4. The reinstated student will be required to comply with the curriculum and requirements in force at the time of reinstatement, including any changes made to the curriculum or prerequisites during his/her absence from the program.
5. If a student is dismissed a second time while in the professional phase, the dismissal is permanent and the student is not eligible for reinstatement into any South University PTA program.

The decision for reinstatement of any student is made at the discretion of the PC. Students wishing to appeal this decision must do so in writing to the Campus Director & Dean of Academic Affairs and Operations within 7 calendar days of receipt of the decision letter. If the student is not satisfied with the results of the appeal, the student may file an appeal with the Dean of the College of Health Professions within 7 calendar days of the decision letter. The decision of the Dean of the College of Health Professions is final.

Master of Medical Science in Anesthesia Science Progressions Policy

Anesthesiologist Assistant (AA) students are required to satisfactorily complete all didactic and clinical education requirements in order to remain in good standing and to be eligible for graduation.

AA students must meet the standards outlined below in each of the following areas:

- Professionalism
- Academic

- Clinical

Standards for Professionalism Performance

A student's professionalism may be reviewed at any time, based on information received by the Program Director. The Program Director shall take appropriate action based on the type and severity of the student's misconduct. If the infraction involves a student violation of the University Code of Conduct, the matter will be referred to the Dean of Student Affairs. Violations of the South University Academic Honor Code will be handled according to the published university Academic Integrity Policy. Students who breach the Standards of Professionalism for the Anesthesiologist Assistant program will be referred to the Progress and Promotions Committee.

The Program Director will inform the student of the program's receipt of unsatisfactory evaluation or referral of professionalism violation.

Students may be placed on warning for any violation of the professionalism standards of the Anesthesiologist Assistant program. Acts that would garner a warning status for the student's enrollment include (but are not limited to):

1. Breach of the Anesthesiologist Assistant program standards in the following areas:
   - Professional behavior
   - Attire
   - Attendance
   - Accumulation of two or more unexcused absences
2. Failure to complete required clinical records and case/time log tracking as outlined in the AA program student Handbook
3. Breach of patient confidentiality rules (HIPAA)
4. Other serious violations of professionalism standards for an Anesthesiologist Assistant student

The Progress and Promotions Committee, after review of the professionalism issue recommends the action to be taken by the Program Director. The Program Director's decision for student progress can be any one of the following based on student performance and their previous enrollment status (previous warning or probation)

- Continuation in good standing
- Continuation on professionalism warning
- Continuation on professionalism probation (following successful appeal of a professionalism dismissal)
- Dismissal

A student placed on professionalism warning will remain on warning for the entire quarter. Students who are on warning must participate in a professionalism reinstatement plan if they wish to continue their enrollment in the Anesthesiologist Assistant Program. At the end of the warning period, the student's professional performance will be evaluated by the Progress and Promotions Committee. The committee will recommend to the Program Director the action to be taken based upon student fulfillment of the professionalism reinstatement plan and other standards of the program.

Standards for Academic Performance

Students in the Master of Medical Science in Anesthesia Sciences program are evaluated for Satisfactory Academic Progress (SAP) at the completion of every quarter. Rules regarding violation of the Satisfactory Academic Progress (SAP) Standards follow the published South University policies regarding warning, probation, and dismissal. SAP rules are published in the university academic catalog.

Comprehensive Exams

An eight-module comprehensive examination covering the material from the first five quarters will be administered to determine the preparedness of students to advance to senior clinical year. Students who do not pass this comprehensive knowledge-based examination will be required to complete remediation in the subject(s) in which they are deficient. Further details on comprehensive exam remediation are in the program student handbook.

Any student who fails three or more comprehensive exam modules will be enrolled in ANS5999 Comprehensive Anesthesia Studies, a course that involves part-time clinical work along with required didactic remediation in the failed module subjects. Enrollment in ANS5999 will result in at least one additional quarter of enrollment in the Anesthesiologist Assistant program.

Remediation

Students who receive a grade of D in any course must engage in remediation for that course prior to the conclusion of the subsequent quarter. The content of the remediation may include a written assignment from the course instructor/coordinator and an exam highlighting the course objectives. Students must receive a minimum grade of "C" to successfully fulfill the remediation requirement. Failure to successfully remediate a course will result in recommendation for dismissal.

Clinical Performance

Performance during clinical education is based on preceptor evaluations and feedback. Daily clinical evaluations track student performance and skill progression over the course of the program. The student is responsible for the timely, accurate completion of daily case and time logs and sending evaluations to preceptors.

Assessment of students is based on the minimal levels of competency at each distinct level of training. Any violation of these standards will result in referral of the student to the program Progress & Promotions Committee.

Standards of Clinical performance
Clinical competency and quarterly analysis of preceptor evaluations:

- Students' averaged scores in greater than 50% of these areas of assessment should be within 2 standard deviations of the class mean.
    - Areas of assessment include but are not limited to:
        - Patient assessment
        - Anesthesia planning
        - Preparation/set-up
        - Communication with Anesthesia Care Team and transfer of care
        - Interoperative management
        - Airway skills
        - Anesthesia knowledge
        - Professionalism
        - Technical procedures
        - Overall Performance
- Preceptor Feedback
- Feedback from preceptors from any source: phone, email, written correspondence should indicate that the student is meeting the minimum competencies.
- Clinical Experiences
    - Students must complete a minimum of 500 total Anesthesia clinical hours at the conclusion of Quarter 5 as documented in their clinical tracking program.
    - In order to successfully fulfill the clinical education portion of the AA Program, students must complete the time and case log requirements. These requirements are published in the AA Program student handbook and include total anesthesia cases and hours, specialties anatomical categories, anesthesia

methods, and technical procedures. Students are responsible for fulfilling the requirements prior to graduation and tracking their progress using data in the student case log tracking system. Students need to reference this table for Anesthesiologist Assistant requirements.

Clinical Warning

Students who meet any of the following criteria, indicating that they are performing below a minimum level of clinical competency will be presented to the Progress and Promotions Committee for consideration.

- Inadequate clinical performance as measured by analysis of preceptor evaluations. Composite quarterly scores of clinical performance that are ≥ 2 standard deviations below the class mean in a majority of the areas of competency assessed.
- Negative feedback received by program, based on multiple incidences from verbal or written sources from preceptors at the student's clinical site
- Students who do not complete a clinical rotation or are asked to leave a clinical rotation due to poor performance
- Inadequate completion of recommended clinical education experiences listed in the published program student handbook

The Progress and Promotions Committee, after review of the Clinical performance issue recommends the action to be taken by the Program Director. The Program Director's decision for student progress can be any one of the following based on student performance and their previous enrollment status (previous warning or probation)

- Continuation in good standing
- Continuation on Clinical warning
- Continuation on Clinical probation (following successful appeal of a Clinical dismissal)
- Dismissal

A student placed on clinical warning will remain on warning for the following quarter to demonstrate improvement. Students who are on warning must participate in a clinical reinstatement plan if they wish to continue their enrollment in the Anesthesiologist Assistant program. At the end of the warning period, the student's clinical performance will be evaluated by the Progress and Promotions Committee. The committee will recommend to the Program Director the action to be taken based upon student fulfillment of the clinical reinstatement plan and other standards of the program.

Dismissal

Dismissal may occur after review of the student's academic, clinical, or professional deficiency.

Students will be dismissed from the Anesthesiologist Assistant program for any of the following reasons:

- More than two quarters on warning for any cause (academic/financial aid, clinical, professionalism) during the student's enrollment
- Failure to successfully complete an academic/clinical/professionalism reinstatement plan
- One letter grade of "F" or two or more letter grades of "D" in one quarter
- Severe transgressions of ethical and moral conduct
- Violation of the College of Health Professions Background Check Policy or Substance Abuse Screening Policy
- A recommendation from the Dean of Student Affairs for violation of the University Code of Conduct
- A recommendation for according to the South University Academic Integrity Policy for honor code violation(s).

A student may not attempt more than 150% of the credits in his/her program; anything in excess of 150% of the credits will result in academic dismissal for violating the maximum allowable timeframe.

A student dismissed from the SU AA program is prohibited from any further attendance in class or participation in clinical training. The student may choose to appeal the decision using the procedure outlined below and will not be allowed to continue program activities until resolution of the appeal. A dismissed student from any SU AA program will not be considered for re-admission.

To appeal a University academic/financial aid, clinical, or professionalism dismissal:

Students wishing to appeal an academic/financial aid (Satisfactory Academic Progress), clinical, or professionalism dismissal can submit an appeal request to the Department Chair within five business days (by 5 p.m.) of receipt of the dismissal letter. The appeal letter should outline the reasons that they are seeking the appeal for Anesthesiologist Assistant program academic, professionalism or clinical standards violation, how they plan to correct their behavior/performance, and why the appeal should be granted from the Department Chair. The student may include a petition to meet with the Department Chair.

If the decision is upheld by the Department Chair, the student may appeal to the Assistant Dean of the College within five business days (by 5.p.m.) of receiving the decision. The letter must include the reason for the appeal and be received within 5 business days (by 5 p.m.) of the previous decision.

If the decision is upheld by the Assistant Dean of the College, the student may appeal to the Dean of the College of Health Professions within five business days (by 5 p.m.) of the previous decision. The decision of the Dean of the College of Health Professions is final.

A student reinstated after successful appeal of dismissal will be on probation. Students in the Anesthesiologist Assistant Program may not be on warning or probation for any reason for more than two quarters of their enrollment.

Reinstatement after Programmatic Academic, Professional, or Clinical dismissal

If a student is reinstated following a successful appeal of an Anesthesiologist Assistant program academic, professional or clinical dismissal, they will be placed on academic, clinical or professional probation at the start of the quarter in which they resume coursework.

The student will be required to meet with the Program Director to discuss an Anesthesiologist Assistant program academic, clinical or professionalism reinstatement plan to outline expectations and performance requirements for continued enrollment in the Anesthesiologist Assistant Program. The Program Director and the Progress and Promotions Committee will continue to assess the student's progress under the plan during the quarter of probation. If a student successfully completes the probationary period plan as judged by the Program Director in consultation with the Progress and Promotions Committee, that student will be recommended to continue in the program in good standing. Students who do not successfully complete the requirements of the reinstatement plan during the probationary period will be dismissed.

Withdrawal Policy

All students will be required to abide by the South University withdrawal policies and procedures in the academic catalog. A student who is in good standing (not on academic/financial aid, clinical, or professionalism warning or probation) may be eligible to re-enter the program up to one year from the time of withdrawal. The decision to allow a student to re-enter the program is made by the Program Director and must be approved by the Campus Director & Dean of Academic Affairs and Operations. If a student is allowed to re-enter the AA program, the Progress and Promotions Committee will create a re-entry plan for the student. As part of the re-entry plan, the student may be required to participate in course work or other educational activities to ensure retention of essential knowledge and skills required of an AA student. The student will be required to review and sign the re-entry plan.

Master of Science in Physician Assistant Program Progression Policy
Effective January 2026.
Physician Assistant (PA) students are required to satisfactorily complete all didactic phase course and clinical education requirements in order to remain in good standing and to be eligible for graduation. Students, program faculty, and staff must comply with published programmatic policies, syllabi, course goals and objectives, as well as published University requirements to ensure satisfactory student progress through both the didactic and clinical phases.
The policies described below either clarify, operationalize, or augment the South University Satisfactory Academic Progress Policies.

Good Standing Status - Students must meet all the following criteria while enrolled in the PA program:

- Students must maintain a cumulative grade point average (CGPA) overall of 3.0 or higher. (Refer to Satisfactory Academic Progress Policy in the Academic Catalog for further details.)
- An overall minimum grade of "C" in courses utilizing the letter grading system and a "Pass" in courses utilizing the Pass/Fail grading system is required for satisfactory completion of each course. (Refer to Satisfactory Academic Progress Policy in the Academic Catalog for further details.)
- Students must consistently meet the technical standards.
- Students must demonstrate progression in program learning outcomes/competencies including successful completion of course required evaluations and program comprehensive evaluations:
  - **Didactic Progression to Clinical Phase**: Completion of a comprehensive formative written exam of medical knowledge and passing a summative [Objective Structured Clinical] Examination (OSCE) assessing progression in all program competencies.
  - **Summative Graduation Requirement**: Successfully passing each component of the comprehensive summative evaluation).
- Satisfactory professional behavior in accordance with all South University Physician Assistant Program policies and procedures, the South University Physician Assistant Program Standards of Professional Behavior, (as outlined in the PA Student Handbook), Master of Science in Physician Assistant Code of Conduct, and the South University Honor Code.
- Performance assessment during clinical education is based on student achievement of program learning outcomes and competencies and is evaluated by instructional faculty. Assessment of students is based on the minimal levels of competency for each discipline-specific rotation. Any violation of these standards will result in referral of the student to the Student Progress and Promotions Committee (SPPC).

Unsatisfactory Physician Assistant Program Performance
A student's academic, clinical, or professional behavior performance may be reviewed at any time.

Academic and clinical performance is evaluated through the Satisfactory Academic Progress (SAP) policy, as well as through achievement of the program learning outcomes/competencies and meeting the technical standards. Students who fail to meet the program learning outcomes/competencies or technical standards will be reviewed by the Student Progress and Promotions Committee (SPPC) to determine whether remediation, intervention, or other action is necessary to support student progression.

Student's demonstrating professional behavior concerns based on program observation and/or information received by the PA program will be considered for remediation or disciplinary action. The program will make the appropriate intervention based on the type and severity of the student's misconduct. Violations of the program's Standards of Conduct or Professionalism or University policy will be referred to the appropriate University official (i.e. Faculty Advisor, Dean of Student Affairs, Campus Director, Student Progress and Promotions Committee).

Students who do not meet the requirements of Good Standing Status in academic, clinical, or professional behavior performance will be referred to the SPPC. The student will be notified of the program's receipt of an unsatisfactory

evaluation and informed of the potential impact on program standing. The SPPC, after applying programmatic policy and reviewing the violation of the standards , will render a decision on a course of action. The Program Director will notify the student of the decision.

If a student is being considered for placement in a status other than "Advance in Good Standing," the student will be given the opportunity to speak formally to the SPPC before the committee makes a recommendation and the Program Director renders a final decision. Please refer to the PA Program Student Handbook for further details regarding the SPPC.

Failure to meet the minimum academic standard may result in a loss of financial aid. Please refer to the *Minimum Standards for Graduate Academic/Financial Aid Progress and Consequences for Failing to Meet Minimum Standards Policy* in the Academic Catalog for further information regarding financial aid warning.

Students who are required to take additional coursework to meet the program learning outcomes, competencies, or graduation requirements will incur additional tuition and fees and will have a delayed graduation.

Deceleration Policy

In the event the Student Progress and Promotions Committee (SPPC) determines that a student is deficient in any of the program learning outcomes, competencies, or technical standards, the committee may require deceleration. The SPPC has the exclusive authority to implement deceleration. Students cannot request this option. Deceleration results in a delay of graduation and students are responsible for additional associated tuition and fees. The SPPC will develop a reentry plan that may include Independent Study (PAS5499 Independent Study I and/or PAS5599 Independent Study II), auditing previously taken coursework, repeat rotation courses, professional or personal development requirements, and/or extracurricular assignments to remediate identified deficiencies.

During the didactic phase, if a student is placed on deceleration, they must delay reentry for up to one year. This delay occurs because these courses are only offered once per year. Upon reentry, the student will join the next cohort.

Students who successfully remediate and complete all program requirements will graduate at the end of the term in which all requirements are fulfilled

All curricular requirements of the Physician Assistant program must be completed within 45 months of their initial matriculation into the South University PA Program.

Emergency Leave

A physician assistant student may be granted an official leave for extenuating personal or medical reasons no more than once during their enrollment. The student must be in good standing to be eligible to take an emergency leave.

- **Didactic Phase**: Students may be withdrawn from courses for a period of no more than four (4) consecutive quarters because didactic courses are only offered once annually, any reentry delayed beyond 12 months would exceed the program's 45 month completion requirement.
- **Clinical Phase**: Students may take a leave of absence for a period of one quarter or more, but not to exceed four (4) consecutive quarters.

Students requesting emergency leave must submit a written request to the Program Director including supporting documentation of the extenuating circumstance necessitating the leave. If approved, the Program Director will provide written notification to the student, Registrar, and Director of Financial Aid including applicable timeframes. If the leave requires the student to withdraw from classes, the withdrawal will not count against the student as a course attempt as outlined in the Withdrawal Policy of the Academic Catalog.

Students reentering the program after an emergency leave will be subject to a reentry plan designed by the Student Progress and Promotions Committee and approved by the Program Director. This ensures that the student is prepared for continuation in the program. Regardless of program phase, the reentry plan may require the student to participate in coursework or other educational activities to ensure retention of essential knowledge and skills (program competencies). Additional coursework will result in additional tuition and fees, which are the responsibility of the student. Reentry must be aligned with the 11-week term start dates.

Any student who fails to meet the PA program reentry plan requirements within the approved timeframe, including all published policies and procedures present at the time of the reentry, is withdrawn from the program and required to apply for reentry through CASPA. All students who matriculate in the PA program are required to complete the program within 45 months of initial matriculation and cannot be withdrawn for more than four (4) consecutive quarters.

Withdrawal Policy

A student who elects to withdraw from the program must submit the request in writing to the Program Director. All students must follow the South University withdrawal policies and procedures in the Academic Catalog.

If a withdrawn student desires to reenter the program, they must reapply through CASPA and are not guaranteed readmission. If accepted as a reapplicant the student will be required to repeat all curriculum previously attempted.

Dismissal Policy and Procedure

Dismissal can occur after review of the student's academic, clinical, or professional deficiency.

Students will be automatically dismissed from the Physician Assistant program for the following reasons:

- Failure to achieve and maintain a cumulative GPA of 3.0 in two consecutive quarters. (Please refer to the Satisfactory Academic Progress (SAP) policy in the Academic Catalog)
- Failure to achieve a grade of C or better (or a "Pass" in a "Pass/Fail course) in any course, in any quarter. (Please refer to the Satisfactory Academic Progress (SAP) policy in the Academic Catalog)
- Two consecutive or exceeding two cumulative quarters on warning or probation for any performance cause (academic, clinical, or professional behavior) during the student's enrollment. (Please refer to the Satisfactory Academic Progress (SAP) policy in the Academic Catalog)

Students may additionally be dismissed from the Physician Assistant program by the Student Progress and Promotions Committee for the following reasons:

- Failing to successfully complete Performance Improvement Plans (PIP), Remediation Plans, or achieve Program Learning Outcomes/Competencies
- Severe transgressions of ethical and moral conduct (including but not limited to violation of the Physician Assistant Program Standards of Conduct or Professionalism, stealing, or providing false documentation intended to deceive faculty or administration)
- Violation of the College of Health Professions Background Check and Drug and Alcohol Screening Policy

Any student who is dismissed from the South University PA Program must complete the checkout procedure. The checkout procedure is as follows:

- Complete an exit interview with financial aid
- Return their student ID badge, clinical facility badges, books, university supplies, and parking tag to security

A student dismissed from the PA program is prohibited from any further attendance in class or participation in medical training. The student may choose to appeal the decision and will not be allowed to continue program

related activities until resolution of the appeal. Any dismissed student from any South University PA program who elects to reapply through CASPA will have their prior enrollment status considered and will not be guaranteed readmission.

Student Appeal Procedures for Dismissal

Students seeking to appeal any dismissal (including academic/financial aid dismissal, Student Progress and Promotions Committee decisions, and/or Code of Conduct Violations) must do so in writing to the Department Chair within three business days of receipt of notification of their dismissal. If the student is not satisfied with the decision of the Department Chair, the appeal can proceed to the Assistant Dean of the College of Health Professions within three business days of receipt of notification of the prior decision. If the student is not satisfied with that decision, they can appeal to the Dean of the College of Health Professions within three business days of receiving the prior decision. The decision of the Dean of the College of Health Professions is final.

If a final course grade challenge is denied by the instructor and subsequently results in the dismissal of a student, the student may submit a combined appeal of the course grade and academic dismissal following the procedures outlined above.

Students dismissed for failure to meet Satisfactory Academic Progress due to a cumulative grade point average below 3.0, where it is mathematically impossible to reach a cumulative GPA of 3.0 with one additional quarter of coursework, are not eligible to appeal the dismissal. In addition, any student who has previously been dismissed, granted reinstatement through an appeal, and subsequently dismissed again is not eligible to appeal the second dismissal.

PA Program Reinstatement after Dismissal

If a student is reinstated following a successful appeal of a Physician Assistant program academic, clinical, and professional behavior performance dismissal, they will be placed on academic, clinical, or professional behavior performance probation at the start of the quarter in which coursework resumes.

The student will be placed on a Performance Improvement Plan (PIP) which will outline the expectations and performance requirements for continued enrollment in the Physician Assistant program. Requirements may include comprehensive evaluation, skills testing, or any other form of assessment deemed necessary by the Student Progress and Promotions Committee (SPPC). The Program Director and the SPPC will continue to assess the student's progress under the plan during the quarter of probation. If a student successfully completes the probationary period plan as determined by the Program Director in consultation with the SPPC, the student will be recommended to continue in good standing. Students who do not successfully complete the requirements of the reinstatement/PIP plan during the probationary period will be dismissed without the opportunity for further appeal.

Students reinstated following a SAP dismissal must adhere to the academic standards of the South University Physician Assistant Program in place at the time of their reinstatement. Please refer to the PA Program Student Handbook for additional details.

Program Completion Deadline

The typical pace of the Physician Assistant program curriculum is 27 months. Students must complete all graduation requirements for the Master of Science of Physician Assistant Degree within 45 months of their initial matriculation into the South University PA program.

Note: All Physician Assistant program policies apply to all students, principal faculty, and the program director regardless of location. (i.e., didactic or clinical)

College of Nursing and Public Health Progression Standards

RN to MSN, Master of Science in Nursing, and Doctor of Nursing Practice Programs Progression Standards

Students in good standing are required to meet the academic progression standards as stated in the Satisfactory Academic Progress (SAP) Policy. Failure to meet the SAP standards will result in dismissal from the nursing program.

Students in the graduate program, including the RN to MSN program, must earn a B or better in all graduate nursing courses. Students will be required to repeat course(s) which they scored less than a "B" the next quarter or session that the course is offered. Students who receive a third grade less than a "B" and/or "W" (Withdraw) in graduate nursing courses will be dismissed from the nursing program.
NOTE: MSN Nurse Practitioner students who have three incidences of less than a "B" and/or "W" (Withdraw) in graduate nursing courses will be allowed to appeal for a non-nurse practitioner specialization programs of study. The student must receive a grade of "B" or better in the new program of study or be dismissed from the nursing program.

1. Removal/Dismissal from a Clinical Site
    ◦ Students who are removed/dismissed from a clinical site prior to completing the rotation cannot engage in a practicum assignment while the faculty and program director investigates the reasons for the removal/dismissal. If the faculty and program director deems the removal/dismissal was not warranted, the clinical team will work with the student to locate a new clinical site. The student will continue in the program while a new site is obtained.
    ◦ If the faculty and program director or designee deems the removal/dismissal is warranted (falsification of documents, misconduct, theft, non-attendance, non-compliance with the practicum handbook etc.), the student will receive a grade of "F" for the practicum.
    ◦ The student may appeal the decision for clinical removal to the Nursing Department Chair, and then the Dean of the College. The decision of the College Dean is final. The initial appeal must be submitted within 7 days of notification of the faculty and Program Director decision. The student must appeal each level within 7 days of receiving the appeal decision.

Progression Appeals

Students should direct progression policy appeals to the Program Director. The Program Director will communicate the appeal decision to the Graduate Nursing Department Chair and the Assistant Dean of the College. If the student is not satisfied with the decision of the Program Director, the student may appeal to the Graduate Nursing Department Chair. If not satisfied with the Chair's decision, the student can appeal to the College Dean. the decision of the College Dean is final. The initial appeal must be submitted within 7 days of dismissal, subsequently, the student must appeal each level within 7 days of receiving the appeal decision.

Program Progression Policy for Family Nurse Practitioner and Adult Gerontology Nurse Practitioner Students

Prior to the start of the NP specialization practicums (NSG6320 or NSG6420) in the MSN Nurse Practitioner program of study, students must complete NSG6021, Pre-Clinical Evaluation. Administration of a 3P's exam that evaluates students' knowledge of advanced physical assessment, advanced pharmacology, and advanced pathophysiology. Students must pass this exam to continue progression within the program. Students who do not pass NSG6021, Pre-Clinical Evaluation, will be automatically enrolled in the remediation course, NSG6023, Nurse Practitioner Enhancement. NSG6021 does not count toward the progression policy.

Students who do not pass NSG6023, Nurse Practitioner Enhancement will be dismissed from the Nurse Practitioner Programs, but may enroll to a non-nurse practitioner specialization, such as Nurse Educator, Nurse Administrator or Nursing Informatics, if eligible. If the NSG6023 failure is the student's third unsuccessful attempt, they may appeal to be transferred to a non-nurse practitioner specialization.

Nurse Practitioner Time to Completion Policy

All nurse practitioner students, regardless of length of absence, are required to complete the program within 42 months from initial time of matriculation into the graduate portion of the program. Failure to complete the program within 42 months will result in students having to retake and pass all specialty courses in their track of study.

For students who fail to meet the guidelines for the Nurse Practitioner Time to Completion Policy, they may appeal to the Dean of College of Nursing and Public Health to be considered for an extension. The decision of the Dean is final.

Nurse Practitioner Comprehensive Program Examination

During the final didactic course in the program, students take the comprehensive exams. These exams provide data on the students' readiness for the national certification examination. Each of these exams account for a percentage of the final course grade. The following guidelines apply for the final didactic course in the NP program:

1. Students who do not meet a grade of 'B' or better may repeat the course if they meet SAP and the progression policy for the program. In the event a student does not meet SAP or progression policy, they may appeal following the appeal process outlined in the catalog.
2. Students who do not meet a grade of 'B' or better in their second attempt will be granted an "Incomplete" grade and receive individualized coaching to assist the learner to meet Program Student Learning Outcomes (PSLOs).

Students who do not successfully complete the final didactic course with a grade of 'B' or better after the second attempt, and who do not complete the individualized coaching will receive the failing grade recorded in the course gradebook.

All other stipulations of the progression policy apply.

*Students enrolled in an on-ground program must enroll in an online section for any repeat attempt of NSG6998.

Doctor of Nursing Practice
The progression standards below are in effect as of May 26, 2026, quarter.
Progression Policy Requirements:

-   A student who does not complete the requirements in any Capstone in Applied Practice course (NSG8101, NSG8105, NSG8110 and NSG8115) will be eligible for an extension course: NSG8999 Capstone Extension Course**.**
    -   **-**This is a 0-credit course
    -   -Faculty and PD approval is required to enroll in the course
    -   -The course is 5 weeks long and may only be taken twice, if needed. The course must be passed before the student can progress to the next courses in the DNP program. If the student is unsuccessful after the second attempt at NSG8999, the student must repeat the initial course.
    -   NSG8999 does not count toward GPA calculation.

RN to MSN, Master of Science in Nursing, and Doctor of Nursing Practice Programs Reinstatement Policy

This procedure applies to readmission for students who withdraw from any course in the Nursing program, who withdraw from the Nursing program, or who receive less than the required letter grade in any course in any given quarter in the Nursing program.

Note: There is no guarantee of reinstatement for a student who withdraws from the Nursing program.

The reinstated student will be required to comply with the curriculum and requirements in force at the time of reinstatement, including any changes made to the curriculum or prerequisites during their absence from the program. Students who are eligible for reinstatement and who have been out of the program for any reason longer than one year must reapply for admission to the university and the RN to MSN, Master of Science in Nursing, and Doctor of Nursing Practice Programs.

For DNP Students: students who are admitted prior to May 2026 must complete the DNP program in its entirety by June 30, 2028 or they will be required to go into the current program version.

Reapplication Timeline for the RN to MSN, MSN and DNP Programs

REAPPLICATION TIMELINE	10 and 11 WEEK DEADLINE	5 WEEK DEADLINE
Student must apply in writing to Program Director or Nursing Chair	By 3rd week of preceding term	By 1st week of preceding term
Student must communicate with Program Director or Nursing Chair	By 5th week of preceding term	By 2nd week of preceding term
Program Director or Nursing Chair will notify the student of the decision.	By 8th week of preceding term	By 4th week of preceding term

Bachelor of Science in Nursing (BSN) Professional Phase Progression Standards
Effective January 2026.

1. Students are required to meet the academic progression standards and Satisfactory Academic Progress (SAP) Policy for the Professional phase of undergraduate nursing. Failure to meet the SAP standards may result in dismissal from the nursing program.
2. Students enrolled in the professional phase of the BSN program must maintain a minimum cumulative nursing GPA (cnGPA) of 2.5. A student who does not achieve the required minimum cnGPA of 2.5 will be placed on academic probation for three consecutive quarters. Students will remain on probation for the duration of the three consecutive quarters or until their cnGPA is above 2.5. Students who do not achieve a cnGPA of 2.5 after three quarters will be dismissed from the program. Students will be placed back on probation if their cnGPA drops below 2.5.
3. While on probation, students will be required to comply with the Academic Success Plan (ASP). Failure to comply with the terms of the ASP while on probation will result in student dismissal.
4. Students who earn less than a C in an undergraduate nursing course.
   a. Students who earn less than a C in undergraduate nursing course(s) will not be allowed to progress in the program and be dismissed. Students may apply for a reinstatement. Students must follow the Reinstatement Policy and if approved, the student be required to repeat the course(s) in which they scored lower than a C the next quarter the course is offered.
   b. Laboratory or clinical experience courses will have grades reported as pass (P) or fail (F). Students are required to obtain a minimum grade of "P" (pass) in the laboratory/clinical course as well as the classroom courses. For purposes of progression, failure of practicum/laboratory courses carries the same consequences as all other nursing courses.
   c. The term in which the student repeats the course would constitute the first quarter of probation.
   d. If the student does not achieve a passing grade of a C after repeating the course, the student will be permanently dismissed and not eligible for reinstatement into the nursing program. Students are not permitted to repeat a course more than once.
   e. If the student does not achieve a cnGPA of 2.5 after repeating a course with a minimum grade of a C, the student will remain on an academic probation for two additional consecutive quarters or until their cnGPA is 2.5 or above.
   f. If after two consecutive quarters, the student does not achieve a cnGPA of 2.5, the student will be dismissed from the program.
5. Students who wish to retake a course they previously passed to improve their cnGPA.

a. Students are allowed to retake courses in which they previously passed with a "C" or better in order to improve their cnGPA.
b. The Program Director must approve the course the student wishes to retake. Only the following courses are eligible for a retake to improve cnGPA: NSG3009, NSG3022, NSG3023, NSG3032, NSG3037, NSG3046, NSG3047, NSG4052, NSG4056, NSG4058, and NSG4060.
c. If the final grade in NSG4071 Transition into Professional Nursing resulted in the student cumulative nursing GPA to fall below 2.5, the student must repeat NSG4071 Transition into Professional Nursing and earn a grade sufficient to improve the cumulative nursing GPA to at least 2.5.
d. Retaking courses can impact financial aid. Students should consult with their financial counselor.

Removal/Dismissal from a Clinical Site

1. Students who are removed/dismissed from a clinical site prior to completing the rotation cannot engage in a practicum assignment while the nursing leadership investigates the reasons for the removal/dismissal. If the nursing leadership deems the removal/dismissal was not warranted, the program director and the clinical team will work with the student to locate a new clinical site. The student will continue in the program while a new site is obtained.
2. If the nursing leadership deems the removal/dismissal is warranted (i.e., Code of Conduct violation, falsification of documents, misconduct, theft, non-attendance, etc.), the student will receive a grade of "F" for the clinical.
3. The student may appeal the decision to the Program Director, then the nursing Department Chair, and then the College Dean. The decision of the College Dean is final. The student must appeal each level within 7 days of the previous decision.

Bachelor of Science in Nursing (BSN) Program Professional Phase Reinstatement Policy
Effective January 2026.
This procedure applies to students who are requesting reinstatement under the following circumstance:

1. Withdrew from any course in the nursing program.
2. Withdrew from the nursing program.
3. Failed to meet minimum standards for undergraduate academic/financial aid progress policy.
4. Failed to meet the cumulative Nursing GPA (cnGPA) of 2.5 after probationary period.

There is no guarantee of reinstatement. Conditions of reinstatement:
1. The student must apply in writing to the Program Director requesting reinstatement in the program. The student must submit a Plan of Action outlining the reason(s) for their lack of progress in the program and detailing their strategy for achieving success.
2. If the reinstatement is approved:
    a. The reinstated student will be required to comply with the curriculum and requirements in force at the time of reinstatement, including any changes made to the curriculum or prerequisites during their absence from the program.
    b. The student must also comply with all reinstatement conditions outlined by the Program Director. Students who do not comply with the reinstatement conditions will be dismissed.
    c. Students who are eligible for reinstatement, who have been out of the program for any reason longer than one year must reapply for admission to the university and the Nursing program.
    d. Students who are out longer than 4 quarters must restart the entire program.

Appeal of Reinstatement Decision:
If a student is not satisfied with the decision of the Program Director, the student may appeal to the Undergraduate Department Chair. If the student is not satisfied with the Department Chair's decision, the student may appeal to

the College Dean. The decision of the College Dean is final. All appeals must be submitted within seven calendar days of the previous decision.

RN to BSN Program Progression Standards

All course and practicum education requirements must be completed satisfactorily in order for the student to be eligible for graduation. All course and practice requirements are published in the course syllabi and expanded upon in the RN to BSN Student Handbook.

1. Have a cumulative grade point average (CGPA) of 2.5 or higher.
2. Students must complete all courses with a grade of C or better. Any course where students earned less than a C must be repeated.
3. A student who does not achieve the required minimum CGPA of 2.5 in a quarter will be placed on academic warning.
4. Failure to maintain a minimum CGPA of 2.5 for two consecutive quarters will result in dismissal from the program.

Students Removed from Clinical Affiliation

1. Students who are removed/dismissed from a clinical site prior to completing the rotation cannot engage in a practicum assignment while the clinical team investigates the reasons for the removal/dismissal. If the clinical team deems the removal/dismissal was not warranted, the team will work with the student to locate a new clinical site. The student will continue in the program while a new site is obtained.
2. If the clinical team deems the removal/dismissal is warranted (falsification of documents, misconduct, theft, non-attendance, etc.), the student will receive a grade of "F" for the practicum.
3. The student may appeal the decision in succession to the Program Director, then the nursing Chair, and then the Dean of the College. The decision of the College Dean is final. The student must appeal each level within 7 days of the decision.

Progression Policy Appeals

Students should direct progression policy appeals to the Program Director; including documentation supporting the mitigating circumstances. Please refer to the Procedure for Appealing Academic/Financial Aid Dismissal policy in the Academic Catalog for further information on supporting documentation and qualifying mitigating circumstances. The student must appeal each level within 5 calendar days of each decision. If not satisfied with the decision of the Program Director, the student may appeal to the Undergraduate Nursing Chair. If not satisfied with the Chair's decision, the student can appeal to the College Dean. The decision of the College Dean is final.

Master of Public Health (MPH) Program Progressions Policy

Students in good standing are required to meet the academic progression standards as stated in the Satisfactory Academic Progression Policy. Failure to meet the SAP standards may result in dismissal from the MPH program.

1. Students are expected to demonstrate consistent academic achievement in MPH courses. If a student receives a grade of C or lower in any graduate-level (5000-level or above) MPH course, they will be required to repeat the course to achieve a grade of A or B. In addition, students who receive a total of three (3) grades of C or lower in graduate-level (5000-level or above) Public Health courses will be dismissed from the MPH program.
2. Students who are removed from a practicum prior to completion will be suspended from the program while the Program Director/Chair investigates the reasons for the removal. If the Program Director/Chair deems the removal is warranted, the student will be dismissed from the MPH program.
3. If the Program Director/Chair determines that despite removal from the practicum the student has a high probability of entering the profession as a safe, proficient practitioner, the student may be permitted to repeat

the practicum course when space permits. If the student is removed a second time, the student will be dismissed from the program.

MPH Time to Completion

Effective for the quarter beginning October 21, 2025.
All MPH students, regardless of length of absence, are required to complete the program within 66 months from taking their initial graduate level course within the program. Failure to complete the program within 66 months will result in students having to retake and pass all courses in the Master of Public Health program. For students who fail to meet the guidelines for the Master of Public Health Program Time to Completion Policy, they may appeal to the Dean of College of Nursing and Public Health to be considered for an extension. The decision of the Dean is final.

Progressions Policy Appeals

- Students should direct progression policy appeals to the Program Director.
- The Program Director will communicate receipt of an appeal to the Chair of the Public Health Program and to the Campus Director & Dean of Academic Affairs and Operations where the student is enrolled.
- If not satisfied with the decision of the Program Director, the student may appeal to the Public Health Program Chair.
- Upon receipt of the appeal, the Public Health Program Chair will notify the Campus Director & Dean of Academic Affairs and Operations where the student is enrolled.
- If not satisfied with the Chair's decision, the student can appeal to the College Dean. Upon receipt of the appeal, the College Dean will notify the Campus Director & Dean of Academic Affairs and Operations where the student is enrolled.
- The decision of the College Dean is final.

The decision rendered at each stage must be documented in accordance with the appeals decision template. The written appeal decision must be received by the person to whom the appeal is made within seven calendar days of the issuance of the decision at the previous level. The Assistant Dean of the College and the Campus Director & Dean of Academic Affairs and Operations must be copied on the written appeal decision. At the end of the appeals process, the College Dean will provide a copy of the final decision to the Program Director and Campus Director & Dean of Academic Affairs and Operations where the student is enrolled and to the Public Health Chair, and Assistant Dean of the College.

Reinstatement Policy
This procedure applies to readmission for any students who:

- Have been out of the MPH program for longer than 12 months. These students must reapply for admission to the university and follow the MPH reinstatement process.

The final decision for reinstatement is provided by the Program Director. There is no guarantee of reinstatement.

Process for Reinstatement

- Students must meet with their Academic Counselor to initiate the reinstatement process.
- The student must apply in writing to the Program Director requesting reinstatement in the program. An action plan must be developed to address the reasons the student identified for course(s) failure. The plan must be approved by the Program Director.
- The Program Director will determine the appropriateness of reinstatement into the program.

- The reinstated student will be required to comply with the curriculum and requirements in force at the time of reinstatement, including any changes made to the curriculum or prerequisites during their absence from the program.
- Students who are denied reinstatement may appeal this decision by following the appeal process outlined in the Master of Public Health (MPH) Progression Policy.

School of Pharmacy

School of Pharmacy Academic Progression Policy

For Students enrolled in the PharmD Program, prior to June 2025 follow the Academic Progression Policy outlined in the 2024 Academic Catalog. https://catalog.southuniversity.edu/sites/default/files/2023-2024-catalog-version-l.pdf

Students are required to meet the academic progression standards as stated in the Satisfactory Academic Progress Policy (SAP). Failure to meet the SAP standards may result in dismissal from the School of Pharmacy.

Academic Standing Categories

The academic standing of a student enrolled in the South University School of Pharmacy program can be categorized as follows: Good Standing, Academic Warning, Academic Probation, or Academic Dismissal.

It is each student's responsibility to be familiar with, and understand, both policies as it relates to their successful academic progression.

Good Standing

A student is in "Good Standing" unless on Academic Warning, Probation or Dismissal, and they have satisfied the following criteria:

1. A student has completed all courses in the curriculum up to that point with a maximum of one unresolved grade of a 'D' (1.0 – 1.8), and no unresolved grades of either F or WF (0.0).

Resolving either 'D' or 'F' grades requires remediation or retaking the course and earning a grade of 'C' (2.0) or higher.

Once a 'D' or 'F' course grade has been resolved, as defined above, it is no longer used when determining if the student meets the criteria for Academic Probation or Academic Dismissal. Course grades of 'F', or 'D' that meet the requirements for needing resolution, must be resolved before a student may advance to IPPEs/APPEs.

Academic Probation

A student will be placed on Academic Probation by the APC for meeting any of the following conditions:

1. Earning one course grade of WF' or 'F' (0.00) in any single quarter
2. Earning two course grades of 'D' (1.0 – 1.8) since enrollment in the program

A student placed on Academic Probation will remain on Probation for three quarters unless otherwise extended at the APC's discretion. Students will be expected to sign, return and adhere to, the Academic Plan and Performance Agreement included in their Academic Probation notification. In addition, any students on probation will be required to

meet with the Academic Success Coordinator (ASC) during the probationary period, at a frequency determined by the ASC.

Any student on Academic Probation will not be allowed to represent a class or student organization as an officer and will be removed from any dual degree programs.

Academic Dismissal

A student qualifies for Academic Dismissal from the School of Pharmacy if any of the following occur:

1. A student earns two course grades of "F" (0.00) while enrolled in the School of Pharmacy.
2. A student qualifies for Academic Probation while already on Academic Probation.
3. A student qualifies for Academic Probation for a second time while enrolled in the School of Pharmacy.
4. A student earns three unresolved course grades less than 2.0 while enrolled in the School of Pharmacy.
5. A student earns a grade less than 2.0 in the same course twice.
6. A student has not completed all of the requirements for the Doctor of Pharmacy degree within 5 years of the date the student entered as a first-year student, with the exclusion of approved leaves of absence.

Any student who qualifies for academic dismissal may request to meet with the APC, at the end of the quarter. At the discretion of the APC, a student subject to dismissal may be:

1. Permitted to remain in attendance with or without contingencies, provisions, or additional requirements; including, but not limited to, dismissal from dual degree programs; or
2. Dismissed with stated provisions, contingencies, or additional requirements for returning; including, but not limited to, dismissal from dual degree programs; or
3. Permanently Dismissed.

Procedures for Appealing Dismissal by the Progressions Committee

A student has the right to file an appeal directly to the Office of the Dean of the School of Pharmacy if the student believes that the decision was reached as the result of an omission or error. The student should continue to attend classes until the appeal is resolved. The procedure for such appeal is as follows:

1. The formal appeal must be received by the Office of the Dean of the School of Pharmacy within 5 calendar days following the student's receipt of notification from the Academic Progressions Committee.
2. The student must initiate the process by presenting the appeal in writing using the South University School of Pharmacy Notice of Appeal Form. Appeals submitted for consideration should have clearly stated grounds for such an appeal with objective support for consideration. Proper grounds for appeal include examples such as deviation from proper due process or the existence of previously undisclosed evidence in information pertinent to the action or findings.
3. Once an appeal is received by the Office of the Dean, the Dean or his designee will notify the Chair of the Academic Progressions Committee and the Pharmacy Registrar that an appeal has been filed. After reviewing the student's appeal, a decision will be rendered in writing no later than 10 calendar days after receiving the appeal. The Dean may grant the appeal, reject the appeal or modify the original finding. The decision of the Dean is final.

Satisfying a Deficient Course Grade (Remediation)

Remediation is the process when students retake a didactic course or experiential rotation for full credit in courses or rotations in which the student earned a deficient grade (i.e., a 'D' or 'F') as defined by the School of Pharmacy Grade Scale.

Students should regard remediation as a privilege. Students required to remediate a course or rotation should recognize that the remediation process may delay their graduation date. Students may remediate up to two (2) deficiencies during the relevant period as detailed below. Remediation may not be available when the student earns a failing grade resulting from an Academic Integrity violation.

Didactic remediation is required for the courses where a student receives a final grade of 0.00 (i.e., an 'F'), and/or all but one of the courses where the student received a final grade of 1.0 – 1.8 (i.e., a D) in quarters one through four, or in quarters six through nine.

1. Students remediate didactic courses with a final grade of 0.0 – 1.8 earned in quarters one through four in quarter five prior to starting any Intermediate Pharmacy Practice Experience (IPPE) rotation and remain on-time to graduate with their class.
2. Students remediate didactic courses with a final grade of 0.0 – 1.8 earned in quarters six through nine in quarter ten prior to starting any Advanced Pharmacy Practice Experience (APPE) rotation, which delays on-time graduation with their class.

Students are also required to remediate any Intermediate or Advanced Pharmacy Practice Experience (IPPE or APPE) in which they earn a grade < 2.00. Remediation occurs at the earliest module possible secondary to preceptor availability, but delays on-time graduation.

The Academic Progression Committee (APC) may offer a student an opportunity to 'repeat' a course(s) in which the student earned a deficient grade. Students 'repeat' required courses when they are offered in the normal curriculum cycle. Students who repeat a course delay their original graduation date by no less than one year.

The educational objectives for remediated didactic courses are the same as the educational objectives for the course when taught in the regular curriculum. The specific format of the remediated course remains at the discretion of the course coordinators and instructors.

A student must earn a grade ≥ 2.00 for any remediated course or rotation. Students who fail to do so will meet with the APC to discuss their academic progression.

The Registrar records remediated didactic course and/or experiential rotation grades on the student's transcript. The original grade remains on the transcript and the remediated course is recorded in the quarter in which it is taken. While both courses are listed on the transcript, only the remediated course grade is calculated in the Cumulative GPA. Whereas the Registrar adds and annotates the remediated grade with an asterisk. The University uses both the original and remediated grades in the calculation of the student's grade point average.

If any of the proposed changes require any actions by any of the below, please explain and include dates of completed actions and/or deadlines for those required:

Financial Information

- Extension Fee - revised to include the DNP program.

Fees

Indicates a fee that is included in any refund calculations.

Application Fee

South University does not charge application fees for any of its programs. However, some programs (Doctor of Pharmacy (PharmD), Master of Science in Physician Assistant (MSPA), and Master of Medical Science in Anesthesia Science (MMSc) utilize external application processing services and students may be charged a fee for using these services. Students should contact the Senior Director of Admissions at their desired location to determine if this applies to their program. Please see the Appendix for specific contact information.

Acceptance Fee

There is a non-refundable $500 acceptance fee for those applicants accepted into Anesthesiologist Assistant program.

There is a non-refundable $1000 acceptance fee for those applicants accepted into the Physician Assistant programs at South University, Austin, South University, Savannah, South University, Tampa and South University, West Palm Beach. There is a $1000 acceptance fee, $900 of which is refundable, for those applicants accepted into the Physician Assistant program at South University, Richmond. Acceptance fees are applied towards tuition.

There is a nonrefundable $500 acceptance fee for applicants accepted into the Doctor of Pharmacy degree program. The acceptance fee will be applied to the student's first quarter tuition payment. If an applicant accepted into the School of Pharmacy encounters circumstances that prevent their matriculation, any amount paid by the applicant that is above the nonrefundable acceptance fee will be refunded.

The acceptance fees for these programs will be applied to the student's first quarter tuition payment. If an applicant accepted into the Pharmacy or Anesthesiologist Assistant programs encounters circumstances that prevent their matriculation, any amount paid by the applicant that is above the nonrefundable application fee and acceptance fee will be refunded.

International students are required to submit a $500 deposit prior to the beginning of classes; the deposit is refundable in the event a student's F1 visa is not approved and is deducted from the first quarter tuition payment.

Auditing Fee

Audited courses are subject to the same tuition and fees as courses taken for credit. Refer to the Tuition section. Requirements for auditing are published in the Academic Affairs section of this catalog.

Clinical Compliance Tracking System Fee:

New students in the College of Nursing, and those entering the professional phase of the Bachelor of Science in Nursing (BSN), will pay an initial fee to cover clinical clearance as required by our clinical affiliation agreements, including (but not limited to) background screenings, finger printing, immunization tracking, and any other necessary requirements. Rates by program are as follows:

	BSN*	MSN/DNP^
Complio BG/FP	$100	$130
Complio DT	$40	$40
Complio Tracker	$46	$42
Total	$186	$212

*Fee will be charged upon acceptance into the professional phase of the program. Any additional annual compliance required fees is the responsibility of the student.
^Based on student progression, additional compliance requirements may be necessary and is the responsibility of the student.
^Virginia students are responsible for funding the clinical clearance requirement prior starting the program (CTO SCHEV).

College of Health Professions

Clinical Experience Fee
Clinical Experience Fees support the recruitment of clinical rotation sites across the nation, enhance the quality of the clinical education, and help offset the increasing costs of clinical training opportunities.

There is a Clinical Experience Fee of $1000 per quarter, for Master of Medical Science in Anesthesia Science and Master of Science in Physician Assistant program.

Remediation and Additional Required Courses in the College of Health Professions

A student who is required to take additional coursework and/or decelerate to meet the program learning outcomes, competencies, or graduation requirements will incur additional tuition and fees as associated with the program extension.

College of Nursing and Public Health Program Fees

Practicum Evaluation Fee

There is a nonrefundable $525 practicum evaluation fee charged for each practicum course in all Nursing programs.

*This fee is refundable in accordance with the cancellation refund policies outlined in the Refund of Tuition section of the catalog and for students withdrawing from their course(s) who are residents of Iowa and Wisconsin, per the applicable state refund policy outlined in the Refund of Tuition section of the catalog.

Please visit our Student Consumer Information page to find the average time to completion for continuously enrolled students for each credential level offered. This data is available at the average credit load, full-time or at full load. Changing programs, taking remedial courses, taking time off from coursework, registering for fewer hours or unsuccessful attempts at course completion will increase the total length of the program and overall cost of education from what is disclosed. Transfer credits awarded toward your program will likely decrease the overall length and cost of education.

Digital Textbooks

A digital textbook will be provided for applicable courses and will be automatically secured through South University's contracted third-party vendor. The student cost for digital textbooks will be charged to the student account in addition to tuition. The student cost is per quarter credit hour is $15. There are no digital textbook fees for the hybrid 10-week Master of Business Administration (MBA) and Master of Science in Leadership (MSL) degree programs.

For the Doctor of Ministry program, the student cost is $400 per quarter for the first six (6) quarters for a customized South University Logos package. The customized South University Logos package is not refundable, and students may not opt out.

For students opting out of the digital textbook, the associated charge will be reversed on the student account after the Drop/Add Period. Not all courses include a Digital Textbook. Courses that include a Digital Textbook will be noted in the registration material. The purchase of the Digital Textbook is not refundable. Students who do opt out will be responsible for purchasing the required textbook. If a course does not use a Digital Textbook, the student is responsible for purchasing the required textbook.

Provision for Books and Supplies

South University automatically provides required digital textbooks to its students through a contracted third-party vendor.

The student cost for these digital textbooks is charged to the student's account. This automatic process is the only way to obtain digital textbooks through South University.

Title IV funding will be used to pay for required digital textbooks for students who are eligible. Any books charged in excess of Title IV and other financial aid funding on the student account are the responsibility of the student.

Students may opt out of this method of receiving and paying for required digital textbooks. Opting out means a student will not be able to purchase any digital textbooks through South University.

Students who opt out are still responsible for purchasing their own textbook copies as a requirement for successful completion of South University courses. The opt out selection does not mean students do not have to purchase textbooks - only that they do not want to use South University's automatic system for digital textbook purchases.

If a student opts out of South University's method, the student's account will not be charged, and the student will still be responsible for purchasing the required books for her/his courses. For courses using a digital textbook, the charge will be reversed on the student account after the Drop/Add Period.

If a student opts out of South University's method, s/he will receive any Title IV credit balance, if one is created for the payment period in question, no later than fourteen (14) calendar days after the first day of class or fourteen (14) calendar days of the date the Title IV credit balance appears on the student account. If a Title IV credit balance is not created and, therefore, the student is not due to receive one, s/he is responsible for purchasing the required books and supplies for her or his courses.

Digital Textbook (for courses using Digital Textbooks) charge information is disclosed on South University's Enrollment Agreement and in the Catalog, or a supplemental disclosure.

Students may request to modify your book selection payment option at any time for a future payment period by contacting the Student Financial Services or Student Accounting Department. The choice cannot be made retroactively.

Diploma Fee

Each student is entitled to have one official diploma sent to them upon graduation. Students may request duplicate diplomas for a fee of $75 each.

Doctor of Pharmacy Degree Program

Application

Individuals seeking admissions to the Doctor of Pharmacy degree program must apply through PharmCAS, the organization that processes centralized applications to schools of pharmacy in the U.S. Information on the PharmCAS application fee and process can be found at www.pharmcas.org.

Extension Fee (Doctor of Business Administration/Doctor of Nursing Practice)

A fee of $200 will be collected for each extension course a student enrolls in to complete the Doctor of Business Administration or Doctor of Nursing Practice degree.

Final Project Extension Fee (Doctor of Ministry)

A fee of $200 will be collected for each extension course a student enrolls in to complete the Doctor of Ministry Degree.

Graduation Fee

A graduation fee of $250 will be collected from each candidate for graduation and is due and payable the quarter in which the candidate is to graduate. If the candidate is to receive a second degree at the same graduation ceremony, an additional fee of $50 will be charged. The fee will be $95 for a second degree awarded at a subsequent graduation ceremony.

There are no graduation fee for the hybrid 10-week MBA, MBA-HCA, and MSL degree programs.

International Student Fee

A $400 fee is assessed at the beginning of every quarter for International Students for the continued maintenance of the student's records with the Student Exchange and Visitor Information System while enrolled in classes and

during optional practical training.

Membership Fees

Students in the Occupational Therapy Assistant program may become a student member with full benefits of the American Occupational Therapy Association (AOTA) for a yearly fee of $75.00. On campuses with a local Student Occupational Therapy Association, students may join for a nominal fee which may vary by campus. Students should check with their program director at the campus for additional information.

Students enrolling in the Physician Assistant Studies program will incur a one-time fee for membership in the American Academy of Physician Assistants (AAPA). The current fee of $75 is subject to change. Students are also required to join their respective state chapter Physician Assistant Associations (FAPA, GAPA, TAPA, VAPA) for a nominal fee which may vary by location.

Students in the Physical Therapist Assistant program may become student members of the American Physical Therapy Association (APTA) for a yearly fee of $80.00 plus any state chapter dues.

Nurse Entrance Examination Fee

Applicants for the pre-licensure nursing programs are required to take an entrance examination (TEAS). The fees are the responsibility of the student and must be paid upon registration for the test.

Physical Therapist Assistant Entrance Exam Fee

Applicants for the professional phase of the Physical Therapist Assistant program (AS or AAS) are required to take an entrance examination (ATI TEAS). The fees are the responsibility of the student and must be paid upon registration for the test.

Registration Fee

The registration fee for all students is $25 per term. This fee applies to all programs and enables the University to invest in systems that will provide seamless registration for students and allow for program planning from matriculation to graduation.

There are no registration fee for the RN to BSN, hybrid 10-week MBA, MBA-HCA, and MSL degree programs.

Student I.D. Replacement Fee

Photographs for campus-based student IDs are taken during orientation and student IDs are issued to new students during their first week of classes. There is no charge for the initial student ID. Students who lose their IDs may obtain a replacement through the office of the Dean of Student Affairs for a charge of $10 per occurrence.

Students in online programs need to work with their Admissions Representative or Academic Counselor to have a student ID issued. The student IDs are printed and mailed during the first week of classes. There is no charge for the initial student ID. Students who lose their IDs may obtain a replacement through the same process above for a charge of $10 per occurrence.

Technology Fee

The technology fee for all students is $20 per quarter credit hour. The fee does not apply to Pharmacy students; $150 per quarter will apply to Pharmacy students.

There is no registration fee for the RN to BSN, hybrid 10-week MBA, MBA-HCA, and MSL degree programs.

Transcript Fee

The charge for official copies of transcripts is $10 each. South University has partnered with Parchment to order and send student transcripts securely. Our South University Parchment storefront site makes it easy to place your order through a guided process, and it also outlines delivery options and required fee of $10. Status updates will be sent to the email address that you provide and make tracking your order easier online. To get started please visit: https://www.parchment.com/u/registration/34643914/account.

If any of the proposed changes require any actions by any of the below, please explain and include dates of completed actions and/or deadlines for those required:

Student Affairs

- Career Services & Alumni Relations updated.

Student Support

Advising Services

Short-term counseling services are available to assist students in resolving academic, career, and personal problems. University personnel can help students plan their educational programs, as well as adjust to the demands of university level studies. Personal advising is provided for any student who seeks aid in solving and understanding individual problems. Advising services are available at all campuses during the day and in the evening by appointment through the dean of student affairs. Students identified as needing additional counseling resources will be referred to external agencies.

Fully online students should contact their Academic Counselor to obtain advising services information.

Digital Bookshelves and Digital Textbooks

A majority of South University courses now include digital textbooks (eBooks) that help to enhance the learning experience by providing instant and convenient access to course materials. Digital textbooks are accessible from within courses, which are then placed in each student's unique bookshelf accounts. More information on digital bookshelves—including account-creation help, troubleshooting, and features—is available in the Student Portal. In the event that a digital textbook is not available, students are responsible for independently purchasing hard-copy traditional textbooks that are not digitally accessible in courses.

For details on operating systems and device compatibility with digital bookshelves, please refer to the resources found in the student portal. If you need additional support, you can find more resources and contact information for help in the Student Portal.

Career Services & Alumni Relations

The South University Career Services and Alumni Relations Office is dedicated to empowering students and graduates as they prepare for meaningful, successful careers. While Career Services primarily focuses on supporting students as they approach graduation, all enrolled students and alumni are encouraged to engage with the full range of resources, tools, and personalized guidance available through our office.

Although South University does not guarantee employment, the University is committed to helping students explore and pursue career pathways aligned with their academic program. From the earliest stages of their academic journey through graduation and beyond, students have access to individualized support from our Career Services team, including:

- **Professional résumé and cover letter development**
- **Job search strategies and labor-market insights**
- **Interview preparation and mock interviews**
- **Career coaching and professional readiness resources**
- **Access to employer partnerships, job opportunities, hiring events, and networking platforms**

Career Services support is provided at no additional cost to all South University students and alumni. As part of their lifelong connection to the University, alumni are welcome to continue using these services after graduation.

Connect with Career Services and Alumni Relations

- Campus students may contact their Career Services Advisor at **SUcareerreadiness@southuniversity.edu**
- Online students may contact their Career Services Advisor at **SUOcareerservices@southuniversity.edu**

To explore available resources, visit:

South University | Career Center

South University Alumni Association - Community Home

South University does not promise or guarantee licensure, employment, or salary amounts.

Programs, credential levels, technology, and scheduling options vary by school and are subject to change. Not all programs are available to residents of all U.S. states. Administrative office: South University, 709 Mall Boulevard, Savannah, GA 31406-4805 © 2025 South University. All rights reserved.

Campus Security

South University publishes an annual security report that contains information concerning policies and programs relating to campus security, crimes and emergencies, the prevention of crimes and sexual offenses, drug and alcohol use, campus law enforcement and access to campus facilities. The annual security report also includes statistics concerning the occurrence of specified types of crimes on campus, at certain off-campus locations, and on the public property surrounding the campus. The annual security report is published each year by October 1 and contains statistics for the three most recent calendar years. The annual security report is provided to all current students and employees. A copy of the most recent annual security report may be obtained from the Student Affairs office during regular business hours. Copies of the Crime Report are available on the University's website in the Student Consumer Information section.

In addition to the annual security report, South University maintains a crime log recording all reported crimes. The crime log is available for public inspection during regular business hours at the Student Affairs office. South University will report to the campus community concerning the occurrence of any crime includable in the annual security report that is reported to campus security or local police and that is considered to be a threat to students or employees.

South University reminds all students that they are ultimately responsible for their own actions regarding their safety and welfare.

Campus	Crime Report Link
Atlanta	https://www.southuniversity.edu/-/media/files/Atlanta/crime-report-atlanta.pdf
Austin	https://www.southuniversity.edu/-/media/files/Austin/crime-report-austin.pdf
Columbia	https://www.southuniversity.edu/-/media/files/Columbia/crime-report-columbia.pdf
High Point	https://www.southuniversity.edu/-/media/files/High Point/crime-report-high-point.pdf
Montgomery	https://www.southuniversity.edu/-/media/files/Montgomery/crime-report-montgomery.pdf

Campus	Crime Report Link
Online Programs	https://www.southuniversity.edu/-/media/files/Savannah/crime-report-savannah.pdf
Orlando	https://www.southuniversity.edu/-/media/files/Orlando/crime-report-orlando.pdf
Richmond	https://www.southuniversity.edu/-/media/files/Richmond/crime-report-richmond.pdf
Savannah	https://www.southuniversity.edu/-/media/files/Savannah/crime-report-savannah.pdf
Tampa	https://www.southuniversity.edu/-/media/files/Tampa/crime-report-tampa.pdf
Virginia Beach	https://www.southuniversity.edu/-/media/files/Virginia-Beach/crime-report-virginia-beach.pdf
West Palm Beach	https://www.southuniversity.edu/-/media/files/West-Palm-Beach/crime-report-west-palm-beach.pdf

Disability Services

South University Disability Services ensures students with disabilities equal access to the college's educational programs, opportunities and activities. Qualified students requesting reasonable and appropriate accommodations receive services to eliminate physical, programmatic and attitudinal barriers that may arise with disabilities.

Students who seek reasonable accommodations should notify the Dean of Student Affairs at their campus location. Students will be asked to submit medical documentation of the need for accommodation to the campus Dean of Student Affairs. Classroom accommodations are not retroactive, but are effective only upon the student sharing approved accommodations with the instructor. Therefore, students are encouraged to request accommodations as early as during the Admissions process to allow for time to gather necessary documentation. If you have further questions, contact the Dean of Student Affairs associated with your campus location. Please see the Appendix at the end of the catalog for contact information for each South University location.*Complaints will be handled in accordance with the school's Internal Grievance Procedure for Complaints of Discrimination and Harassment included in this section of the Academic Catalog.

Health and Wellness

Health and wellness is an active and lifelong process, involving positive decision making and finding balance between priorities. It is tied to awareness and to making choices that lead to being happier, healthier and more fulfilled lives. As a South University student, you have access to a free resource for counseling called the UWill. The UWill provides access to both a twenty-four-hour seven day a week telephone number that connects the individual with a professional counselor and website to assist students. The services provided include mental health counseling, and a wellness hub, which includes articles and videos on mental health and wellness topics, including mental and emotional health, fitness and nutrition, academic performance, stress management, healthy relationships and more. For additional college and local resources, contact the Dean of Student Affairs.

Please see the Appendix at the end of the catalog for contact information for each South University location.

Library Services

South University provides library facilities for its students at each of the main campus locations. Virtual support services are provided for all campuses, including branches. The libraries are easily accessible and house print collections consisting of general and reference books, periodicals, and other non-print media to support students in their studies. Campus library facilities offer students group and quiet study spaces. Campus libraries post their operating hours.

Electronic resources are available to all students, faculty, and staff through the Library's web site. Digital resources include e-books, journals, and video content. Electronic resources are available 24 hours a day/365 days a year. Virtual support services include email, text, and chat services. Chat hours are posted on the Library home page.

South University libraries expand their patrons' access to resources outside of their own facilities through inter-library loan services. Students can request articles that are not available in South University Library's collection, and the Library will locate the article(s) and deliver them to the student, usually via email.

Library Directors participate in new student and faculty orientation. A library overview webinar is offered to all students at the start of each academic term. In the webinar, students are informed of the types of materials available, how to locate information, and how to use library resources to the greatest advantage. Additional webinars on Understanding APA 7 and citing/referencing are also offered.

Each campus library maintains a policies and procedures manual providing guidance on various topics including checking out materials and overdue books. Campus students may request access to specific policies from the Library Director. Online students can contact Chat services or submit an email to request information about specific policies and/or procedures.

Campus libraries provide a reserve collection for use by students, faculty, and staff. Reserved materials are usually identified by faculty members as resources for specific courses. Reserved materials are for reference purposes and are restricted to the library.

If any of the proposed changes require any actions by any of the below, please explain and include dates of completed actions and/or deadlines for those required:

Degrees & Certificates

- Bachelor of Science in Healthcare Management - Program Overview and PSLO revisions.
- Master of Healthcare Administration - Program Overview and PSLO revisions.
- Doctor of Nursing Practice - Program Overview, PSLO, and curriculum revisions.

Healthcare Management

Degree Type
Bachelor of Science (BS)

Admission Requirements

For information regarding Conditional Acceptance, click here.

General Undergraduate Admission Requirements

Note: Not all Online Program offerings are available to residents of all U.S. states. Please contact an admissions representative for further information.

To be admitted to any of the undergraduate programs at South University, the prospective student must provide proof of high school graduation as recognized by the state of residence on the date the degree was earned, or the equivalent in which a diploma was earned, with a minimum CGPA of 1.5 on a 4.0 scale within 14 calendar days of the start date (refer to Conditional Acceptance). Students providing a GED must meet the minimum required test score deemed as passing in each section as required at the time of testing.

South University accepts the International Baccalaureate Program diploma as meeting the requirement for high school graduation. Credentials earned outside the United States must be evaluated by a NACES or AICE-member credential evaluation service. Please speak with an admissions representative for more information.

Students with less than the minimum CGPA of 1.49 on a 4.0 scale may meet admissions requirements by submitting a minimum combined SAT (Evidence-Based Reading and Writing, and Math) score of 700 or 900 on the SAT requiring an essay portion, a combined ACT score of 18, or meet the criteria established for acceptance as a transfer student.

Students with a CGPA between 1.49 to 1.0 on a 4.0 scale may be admitted provisionally for two quarters. Failure to achieve a 1.5 CGPA in the first two quarters of attendance will result in dismissal. Students may appeal the dismissal by following the Procedures for Appealing Academic/Financial Aid Dismissal Policy.

Students with less than a 1.0 on a 4.0 scale do not meet the admissions requirements for South University.

Acceptable verification of high school graduation or the equivalent would include a high school transcript (official), or GED scores and state-authorized examination scores (ex. HiSET, TASC). In states that maintain a database that serves as an official registry of high school and GED graduates, an excerpt from the official database documenting the student's graduation or GED completion may be used.

Campuses in South Carolina must be provided with official high school transcripts or GED scores.

Please see the policy on GPA Calculation for Admission for additional information

Admission of Transfer Students

Note: Not all Online Program offerings are available to residents of all U.S. states. Please contact an admissions representative for further information.

To be eligible for admission, transfer students must complete the application procedures and satisfy the following criteria:

1. Submit a completed application for admission.
2. Have earned 24 or more credit hours, or the equivalent (e.g. 16 semester hours), with a cumulative GPA of 1.5 from an acceptable accredited collegiate institution.
3. Submit official transcripts (including verifiable faxed transcripts) from all colleges and universities attended.
4. Submit self-certification of high school graduation or GED completion.

For transfer of credit practices refer to the applicable section under the Academic Affairs section of this catalog.

To be admitted as a Transfer student into South University the prospective student must have earned 24 or more quarter credit hours or the equivalent (e.g. 16 semester hours), with a cumulative GPA of 1.5 from an acceptable accredited collegiate institution. Official transcripts from the collegiate institution(s) and must be received within 14 calendar days for Undergraduate programs of the start date (refer to Conditional Acceptance). The student will be exempted from taking the UVC1000 Strategies for Success course. Students will select another 4-quarter credit course in consultation with their Academic Advisor or Academic Counselor to fulfill the degree requirements.

Students with 24 or more quarter credits with a CGPA of between 1.49 to 1.0 may be admitted provisionally for two quarters. Failure to achieve a 1.5 GPA in the first two quarters of attendance will result in dismissal. Students may appeal the dismissal by following the Procedures for Appealing Academic/Financial Aid Dismissal Policy.

Students who are citizens of countries other than the United States should refer to the section entitled International Student Admissions Policy.

Students who are transferring from or to a school within the University of North Carolina or the North Carolina Community College System should be aware of the Comprehensive Articulation Agreement approved by both governing Boards on March 1, 1996 and revised in September of 2008. This agreement may be found in its entirety

at the following website.

For additional admissions information please see the admissions section here.

Program Overview

Offered at, Austin, Columbia, Montgomery, Online Programs, Richmond, Savannah, Tampa, Virginia Beach, and West Palm Beach.

Note: Not all Online Program offerings are available to residents of all U.S. states. Please contact an admissions representative for further information.

The Bachelor of Science in Healthcare Management degree provides students with the foundational knowledge and skills to achieve entry-level employment in the administrative services in the healthcare industry. The foundation of management theory and business skills allow students to apply innovative and analytical approaches to making decisions in a healthcare services environment.

Program Student Learning Outcomes

- Analyze the framework in which healthcare services are produced, coordinated, consumed, and reimbursed.

- Evaluate the impact of healthcare administration skills to operate in a healthcare setting.

- Develop ethical and professional solutions for healthcare business challenges.

- Propose innovative management solutions aligned to healthcare strategies.

- Apply communication techniques to engage a variety of healthcare industry stakeholders.

Bachelor of Science in Healthcare Management: 180 Credits

Area I General Education Requirements: 48 Credits
Professional Development

Course Code	Title	Quarter Credits
ITS1000	Computer and Internet Literacy	4.0
UVC1000	Strategies for Success	4.0

Basic Communications

Course Code	Title	Quarter Credits
ENG1100	Composition I	4.0
ENG1200	Composition II	4.0

Choose one additional course from the list below:

Course Code	Title	Quarter Credits
COM2006	Interpersonal Communication	4.0
SPC1026	Public Speaking	4.0

Mathematics and Statistics

Course Code	Title	Quarter Credits
MAT1001	College Algebra I	4.0
MAT1005	College Algebra II	4.0
MAT2058	Statistics	4.0

Natural Sciences (choose one)

Course Code	Title	Quarter Credits
BIO1020	Biology I	4.0
CHM1010	General Chemistry	4.0

Arts and Humanities: Choose one 4.0 credit course.

Course Code	Title	Quarter Credits
	Arts and Humanities Elective Pool	

Arts and Humanities Electives

ENG2002	World Literature I: From the Ancient World to the Middle Ages	4.0
ENG2003	World Literature II: From Enlightenment to Modernity	4.0
ENG2011	Introduction to American Literature: 1865 to present	4.0
ENG2020	Introduction to Film Studies	4.0
HIS1101	U.S. History I: Colonial to 1865	4.0
HIS1102	U.S. History II: 1865 to Present	4.0
HUM1001	History of Art through the Middle Ages	4.0
HUM1002	History of Art from the Middle Ages to Modern Times	4.0
HUM1003	Appreciation of the Arts	4.0
HUM1200	Social Responsibility and the Self	4.0
HUM2101	World Civilization I: Prehistory to 1500 C.E.	4.0
HUM2102	World Civilization II: 1500 to Present	4.0
PHI1001	Introduction to Ethics	4.0
PHI2301	Introduction to Philosophy	4.0
REL1001	World Religions	4.0

Social and Behavioral Sciences

Course Code	Title	Quarter Credits
ECO2071	Principles of Microeconomics	4.0
ECO2072	Principles of Macroeconomics	4.0

Area II Foundation Requirements: 36 Credits

Course Code	Title	Quarter Credits
ACC1001	Accounting I	4.0
ACC1002	Accounting II	4.0
ACC1003	Accounting III	4.0
AHS1001	Medical Terminology	4.0
BUS1101	Introduction to Business	4.0
BUS2023	Business Communications	4.0
HCM1201	Introduction to Healthcare Insurance Coding, Billing, and Reimbursement	4.0
HCM2004	Introduction to Healthcare Management	4.0
MGT2037	Principles of Management	4.0

Area III Major Requirements: 96 Credits

Core

Course Code	Title	Quarter Credits
HCM2005	Healthcare Delivery and Organization	4.0
HCM3002	Economics of Healthcare	4.0
HCM3004	Ethics and Law for Administrators	4.0
HCM3005	Healthcare Finance	4.0
HCM3006	Healthcare Marketing and Strategy	4.0
HCM3008	Health Information Management Systems	4.0
HCM3010	Long-Term Care	4.0
HCM3020	Managed Care	4.0
HCM3046	Managing the Healthcare Workforce	4.0
HCM4002	Risk Management in Healthcare Settings	4.0
HCM4005	Managerial Epidemiology in Healthcare Administration	4.0
HCM4007	Leadership in Healthcare Organizations	4.0
HCM4012	Case Studies in Healthcare Administration	4.0
HCM4025	Strategic Management in Healthcare Organizations	4.0

Elective Pool (40 credit hours)

Choose ten courses from the following list:

Suggested Electives:

Course Code	Title	Quarter Credits
BUS1038	Business Law I	4.0
BUS3001	Ethics in Organizations	4.0
BUS3059	Quantitative Business Analysis	4.0
HCM3030	Federal and State Healthcare Programs	4.0
ITS1101	Foundations of Information Technology	4.0
ITS1103	Ethics and Information Technology	4.0
MGT3002	Organizational Behavior	4.0
MGT3035	Fundamentals of Project Management	4.0
MGT3045	Human Resources Management	4.0
MGT3102	Leadership	4.0
	Total Credits	180

Healthcare Administration

Degree Type
Master of Healthcare Administration (MHA)

Admission Requirements

For information regarding Conditional Acceptance, click here.

Admissions criteria for the Master of Healthcare Administration (MHA)

Graduate Admissions - Masters level

Prospective students are required to submit the following:

- Completion of application for admission
- Official transcripts for bachelor or graduate degree within 5 weeks of the class start date (refer to Conditional Acceptance). (All credentials earned outside the United States must be evaluated by a NACES or AICE-member credential evaluation service). Please speak with an admissions representative for more information.

Note: See program notes and specific requirements below for each graduate - masters level degree program

Specific requirements for admission to classified graduate status are:

- A bachelor's degree from an accredited college or university.
- Completion of application for admission.
- A 2.0 overall grade point average or higher on completed requirements for the baccalaureate degree, or an earned graduate degree from an accredited institution.

For additional admissions information please see the admissions section here.

Program Overview

Offered at Online Programs, Savannah, and West Palm Beach.

Note: Not all Online Program offerings are available to residents of all U.S. states. Please contact an admissions representative for further information.

The Master of Healthcare Administration (MHA) program prepares students for middle and senior management and leadership positions in healthcare services organizations. Graduates will be prepared to lead a diverse work group with confidence across all sectors of healthcare (public, private, for-profit, non-profit), adapting to change, communicating effectively and driving innovation to address the challenges of today's healthcare organizations.

Program Student Learning Outcomes

- Apply ethical leadership practices when managing complex healthcare organizations.

- Create policies that align with laws and regulations within the healthcare industry.

- Develop strategic plans to address challenges in healthcare services organizations.

- Communicate in a persuasive and professional manner related to leading healthcare organizations.

Master of Healthcare Administration: 48 Credits

Course Code	Title	Quarter Credits
MHA5010	Healthcare Management and Organizational Behavior	4.0
MHA5020	Healthcare Organizations and Administration	4.0
MHA5030	Current Economics in Healthcare	4.0
MHA6050	Regulation and Policy in Healthcare	4.0
MHA6060	Health Law and Ethics	4.0
MHA6080	Healthcare Planning and Marketing	4.0
MHA6100	Executive Leadership in Healthcare Organizations	4.0
MHA6120	Management Information Systems in Healthcare	4.0
MHC6303	Quality Performance and Management	4.0
MHC6305	Financial Management of Healthcare Organizations	4.0
MHC6306	Human Resource Management in Healthcare Organizations	4.0
MHA6999	Seminar in Healthcare Cases	4.0
	Total Credits	48

Nursing Practice

Degree Type
Doctor of Nurse Practice (DNP)

Admission Requirements

For information regarding Conditional Acceptance, click here.

Procedure for Admission to the Doctor of Nursing Practice Program

Note: Not all Online Program offerings are available to residents of all U.S. states. Please contact an admissions representative for further information.

The criteria used to determine admission to the Doctor of Nursing Practice program include:

- Completion of an application for admission.
- Completion of a master's degree in nursing (MSN) from an accredited institution.
- A cumulative GPA of 3.00 or higher on a 4.0 scale.

- Completion of graduate-level courses with a grade of "B" or better in Advanced Pharmacology, Advanced Health Assessment, and Advanced Pathophysiology.
  - A single comprehensive course that integrates all three core components may be substituted if it demonstrates equivalent depth and breadth of content. If students who do not meet this admissions requirement, NSG6104 Pharmacology, Pathophysiology, & Physical Assessment for the Nurse Educator fulfills this requirement.
- Submission of official documentation of the actual number of verified clinical hours completed during the post-baccalaureate program of study within 5 weeks after the initial start date. This requirement may come in the form of the credentialing documents used to verify the hours for certification examination or a statement from the graduate degree-granting institution verifying the actual number of hours completed during the master's program.
- Submission of official transcripts from all post-secondary institutions attended within 5 weeks of the class start date (refer to Conditional Acceptance).
- A valid unencumbered single-state and/or a valid unencumbered Enhanced Nurse Licensure Compact (eNLC) multistate license as a registered nurse in all U.S. states or territory in which the student is licensed, including the state in which the student completes all assignments for the program. (Note that military, federal, and foreign educated nurses must meet this state requirement for nursing licensure). An unencumbered license(s) must be maintained throughout the program.
- All applicants must meet English Language Proficiency as stated in the academic catalog.

Once all required admissions documents and information are submitted, the application will be reviewed and evaluated for an admission decision.

For additional admissions information please see the admissions section here.

Program Overview
Offered at Savannah, Tampa, and Online Programs.

Note: Not all Online Program offerings are available to residents of all U.S. states. Please contact an admissions representative for further information.

The Doctor of Nursing Practice (DNP) program in the College of Nursing and Public Health provides a foundation for nursing leadership, DNP-prepared nurses play a crucial role in quality improvement by leading and implementing evidence-based practices, analyzing data to assess patient care, and driving innovation in healthcare delivery. The DNP program provides options for current nurse practitioners and other advanced practice nurses to incorporate progressive and thoughtful quality improvement and leadership competencies into their clinical practice repertoire.

The DNP program is offered as a post-master's program, providing a pathway for master's prepared nurses to achieve doctoral level competencies. Coursework in the program emphasizes current topics in nursing leadership, experiences, and scholarship. The program is offered in an online format that supports ongoing education for working nurses. Courses are provided online or in a blended format with the practice component (i.e., advanced nursing field experiences which are guided by agency mentors) provided located in the students' geographical regions.

In 2004 the American Association of Colleges of Nursing (AACN) endorsed the DNP degree and proposed that the DNP is the terminal degree for nursing practice. *The Essentials Core Competencies for Nursing Education* (2021) outline the 10 Domains, 9 Concepts and 45 sub-competencies essential throughout all levels of nursing education. The South University College of Nursing is uniquely qualified to provide the framework for this practice doctorate degree. As an integrated, national system of higher education, the exposure to outstanding faculty, and industry-standard practice opportunities in the student's geographical area provides a dynamic environment for DNP students to grow into new leadership roles and clinical arenas.

For more information about the Doctor of Nursing Practice within the nursing profession, please visit the American Association of Colleges of Nursing website at http://www.aacn.nche.edu/DNP/index.htm.

Program Student Learning Outcomes

- Students will model the knowledge and skills required to deliver quality nursing care given the student's scope of practice.

- Students will integrate leadership skills into all aspects of advanced practice nursing.

- Students will incorporate contemporary healthcare science and emerging research into practice to improve outcomes across the healthcare continuum.

- Students will propose forward thinking quality improvement methods through health promotion to positively impact patient outcomes.

- Students will integrate information technology and informatics in healthcare delivery to provide scalable solutions for real-world systems problems.

Student Progression Policy

Doctor of Nursing Practice Programs Progression Standards

Doctor of Nursing Practice: 67 credits

(51 credit hours for students who have a Nurse Practitioner degree)

Program credits are determined based on evaluation of MSN program of study and clinical/practicum hour attainment.

Foundation: 28 Credits

Course Code	Title	Quarter Credits
NSG7000	Organization and Systems Leadership for Nursing	4.0
NSG7002	Professional Writing and Technology	4.0
NSG7005	Clinical Prevention and Population Health	4.0
NSG7010	Healthcare Policy	4.0
NSG7015	Financial Management and Resource Utilization	4.0
NSG7020	Evidence, Effectiveness, and Clinical Quality	4.0
NSG7025	Applied Statistics and Epidemiology for Nursing	4.0

Clinical Field Experience: up to 32 Credits*

Course Code	Title	Quarter Credits
NSG7200	Advanced Nursing Field Experience I	6.0
NSG7205	Advanced Nursing Field Experience II	6.0
NSG7211	Advanced Nursing Field Experience III	4.0

Required for students who have less than 460 post baccalaureate clinical hours. Students who have earned an MSN as a nurse practitioner do not have to take these courses:

Course Code	Title	Quarter Credits
NSG7221	Practice Immersion Experience I	6.0
NSG7222	Practice Immersion Experience II	6.0
NSG7223	Practice Immersion Experience III	4.0

Practice Immersion Experience courses are eligible for PLA (Prior Learning Assessment) based on post-baccalaureate clinical experiences. Students are required to have a minimum of 1000 documented hours of post baccalaureate clinical experience to earn the DNP degree.

Capstone in Applied Practice: 7 Credits

Course Code	Title	Quarter Credits
NSG8101	Capstone in Applied Practice I	4.0
NSG8105	Capstone in Applied Practice II	1.0
NSG8110	Capstone in Applied Practice III	1.0
NSG8115	Capstone in Applied Practice IV	1.0

Capstone Extension: 0 Credits

Course Code	Title	Quarter Credits
NSG8999	Capstone Extension Course	0.0
	Total Credits	67

Courses

CNS7970 ; COM2026 ; CRJ1001; CRJ2100; HUM1003; MIN7500; ITS2101; ITS210 ; ITS2105; ITS2108; ITS3105; ITS4000; ITS4099; ITS4103; ITS4105; ITS4106; ITS4117; ITS4222; ITS4224; ITS4233; ITS4236; PAS5100; PAS5102; PAS5125; PAS5135; PAS5173; PAS5200; PAS5225; PAS5115; PAS5126; PAS5215; PAS5226; PAS5174; PAS5295; PAS5296; PAS5297; PAS5298; PAS5180; PAS5480n; PAS5481; PAS5482; PAS5183; PAS5483; PAS5370; PAS5124; PAS5130; PAS5160; PAS5144; PAS5143; PAS5365; PAS5366; PAS5190; PAS5499; PAS5599; NSG7000; NSG7002; NSG7005; NSG7010; NSG7015; NSG7020; NSG7025; NSG7200; NSG7205; NSG7211; NSG7221; NSG7222; NSG7223; NSG8101; NSG8105; NSG8110 ; NSG8115; NSG8999; MIN7000; MIN7080; NTR2050; PSY1001; PSY3300; REL1001; PAS6320; PAS6330; PAS6340; PAS6350; LEA5100; LEA5125; LEA5140; LEA6150; LEA6175; LEA6180; LEA6185; LEA6999