Trinitas School of Nursing

Re-entry Application for Generic and LPN-RN Track

Students are responsible to read all requirements carefully.

Students who have not maintained the published sequence of nursing curriculum courses are required to seek re- entry. Once a student is out of sequence with the NURE courses, there is no guarantee of re-entry back into the course.

The break in sequence may be due to:

- Course withdrawal
- Course failure
- Students who have successfully passed a nursing course, but have chosen not to enroll into the next NURE course

Important eligibility requirements to apply for Re-entry:

- There is no guarantee of a seat for any re-entry applicant.
- A minimum Union College GPA of 2.5 is required.
- Students with more than two NURE course withdrawals are not eligible for re-entry.
- Students who have two NURE course failures are not eligible for re-entry consideration. The following exceptions apply:
  - Students with two NURE course failures who are applying to return to the last course in the Generic or LPN-RN may apply for Re-admission. The re-admission policy can be found in the Trinitas School of Nursing Handbook.
- **Generic RN students**
  - Not enrolled in a NURE course for **three consecutive semesters** will need to apply for entrance to TSON and follow curriculum sequence.
- **LPN-RN students**
  - Not enrolled in a NURE course for more than one year who have not been enrolled in a nursing course for more than **1 year** will need to apply for entrance to TSON and follow curriculum sequence.

Available re-entry seats are offered in the following order:

- Students who have withdrawn from a course due to an approved extenuating circumstance (Approval of the Dean is required, along with documentation supporting extenuating circumstance).
  a. Submit documentation of extenuating circumstance with re-entry application.
- Out of sequence students and students applying after course failure/course withdrawal, ranked in GPA order.

How to Submit Re-entry Application

- Submit completed application by *__email only__* to **trinitas@ucc.edu** including attachments as PDF. Must include:
    1. Current unofficial Union College transcript.
    2. Signed application.
- Once your application is evaluated, you will receive a confirmation email.
- Applications must be accepted by dates below.

Re-Entry Application Deadlines

Semester applying for re-entry	Enrollment status in NURE course	Date to submit application by
Fall semester	Currently Enrolled	June 1
Fall semester	Not currently enrolled	June 1
Spring Semester	Currently enrolled	December 30th
Spring semester	Not currently enrolled	December 10th
Summer LPN-RN courses	Not applicable	April 1

Re-entry Decision Information:

- Re-entry decisions are made once regular course registration is completed. Re-entry seats are normally offered within one week of regular course registration date
- Decision emails will be sent directly to your OWL email address

Upon Acceptance

- All applicants accepted for re-entry MUST accept their seat by date listed on acceptance email.
- All applicants accepted MUST follow Clinical Requirements for Re-entry, as posted on the website under "Students applying for Re-entry."

Trinitas School of Nursing Re-Entry application

Fill in all fields below, print and follow submission Instructions

Last Name _____ First Name _____

Union College Email address _____

Union College ID Number _____ Phone Number _____

To ensure you have a complete application, please check the following documentation is attached:

a. _____Current Unofficial Union College Transcript

b. _____ Extenuating circumstances approval (if applicable)

c. _____ Signed application

Signature _____ **Date: _____**

I certify that my answers are true and complete to the best of my knowledge. If this consideration form leads to enrollment, I understand that false or misleading information in this form may result in my dismissal from the Program.

01.05.2025