

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- Students who have withdrawn from a course due to an approved extenuating circumstance (Approval of the Dean is required, along with documentation supporting extenuating circumstance).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 30 th
Spring semester	Not currently enrolled	December 10 th
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 _____

Specify which course requesting re-entry:

NURE 105 (NURE 130) _____ NURE 106 (NURE 131) _____ NURE 207 (NURE 132) _____ NURE 231 _____
NURE 232 _____

NURE 213 (NURE211/212) _____ NURE 214 (NURE 250) _____ NURE 215 (NURE 260) _____

NURE 216 (NURE 270) _____ NURE 217 (NURE 280) _____ NURE 218 (NURE 290) _____

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.