

SOUTHWESTERN COMMUNITY COLLEGE	STUDENT SERVICES DISMISSAL FROM HEALTH SCIENCE PROGRAMS	Policy 6.03.07
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I. Responsibility for Implementation

The Executive Vice President for Instruction and Student Services is responsible for implementing student appeals procedures for dismissal from selective admissions Health Science Programs ("Program").

II. Dismissal from Selective Admissions Health Science Programs

Courses within the Program with selective admissions shall establish reasonable academic and non-academic (professional-behavioral) criteria that students must meet for continued progression in the Program. Students in the Program will be provided written guidelines for continuation in the Program and informed that failure to meet those guidelines may result in dismissal from the Program.

The Program Coordinator may dismiss a student from the Program who demonstrates a failure to meet one or more of the criteria for continuation in the Program. The Program Coordinator will explain the reasons for the dismissal, in writing, and consider the student's response in rendering a final decision.

III. Appeal of Dismissal from the Program

Students may appeal a dismissal from the Program as follows:

1. Submit a request to appeal in writing to the Dean of Health Sciences within one (1) business day of notice of dismissal. The request should include reasons why the student should be reinstated and other information or documentation to support that appeal.
2. The Dean of Health Sciences will notify the student within two (2) business days of a decision to affirm, overturn, or modify the dismissal from the Program Coordinator. Notification will be made to the student's official College email address.
3. The student may provide written notice of appeal of the Dean's decision within one (1) business day from receipt of the Dean's decision to the Executive Vice President of Instruction and Student Services. The Executive Vice President will appoint a Review Committee of College representatives, including at least two instructors and one dean, to consider the appeal.
4. The Review Committee will consider the merits of the appeal and conduct whatever further investigation is necessary (including but not limited to interviewing the student and or relevant individuals, if any) and communicate a written decision to the Executive Vice President within five (5) business days. The Executive Vice President will notify the student of the Review Committee's decision upon receipt of said decision. Notification will be made to the student's official college email address. The Review Committee's decision is final.
5. Failure of the student(s) to deliver appeal requests within the dates prescribed in these procedures will be construed as acceptance of the last decision and shall terminate the appeal process.

Cross Reference: 6.02.03 – Grade Appeal

Adopted: August 2012

Revised: October 28, 2014