

# NURSING PRACTICE: ADULT/GERONTOLOGY PRIMARY CARE NURSE PRACTITIONER, DNP

This is a named option with the Nursing Practice, DNP (<http://guide.wisc.edu/graduate/nursing-school-wide/nursing-practice-dnp/>).

- Hybrid course delivery
- APRN
- Nurse Practitioner
- ANCC Adult-Gerontology Primary Care NP (<https://www.nursingworld.org/our-certifications/adult-gerontology--primary-care-nurse-practitioner/>)

Other Test(s) (e.g., GMAT, MCAT)	n/a
Letters of Recommendation Required	3

## ADMISSION REQUIREMENTS FOR THE DNP PROGRAM (POST-BACCALAUREATE) ARE:

- Graduation from an accredited baccalaureate program in nursing
- GPA of 3.0 on the last 60 credits for the baccalaureate degree
- RN license
- One year of professional nursing experience
- Grade of B or better in an approved statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website (<https://nursing.wisc.edu/graduate-programs/dnp/>) for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores (if applicable)

Post-BS applicants have a bachelor's degree in nursing. Applicants who have a non-APN master's degree (i.e., nurse education) are considered post-BS applicants and are able to satisfy up to 18 credits based on previous graduate coursework, pending review of syllabi.

## ADMISSION REQUIREMENTS FOR THE DNP PROGRAM (POST-MASTER'S) ARE:

- Graduation from an accredited baccalaureate program in nursing
- Master's degree in a specialty track from an accredited nursing program
- GPA of 3.5 for the master's degree
- RN license
- Certification as an advanced practice nurse
- One year of professional nursing experience
- Grade of B or better in a graduate level statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website (<https://nursing.wisc.edu/graduate-programs/dnp/>) for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores (if applicable)

## ADDITIONAL ADMISSION REQUIREMENTS FOR INTERNATIONAL APPLICANTS ARE:

- CGFNS Certification
- English proficiency test scores (see table above for specific minimum scores)

All application materials must be received by the deadline for admission in the fall semester.

## ADMISSIONS

### ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet the minimum requirements (<https://grad.wisc.edu/apply/requirements/>) of the Graduate School as well as the program(s).** Once you have researched the graduate program(s) you are interested in, apply online (<https://grad.wisc.edu/apply/>).

Requirements	Detail
Fall Deadline	December 1
Spring Deadline	This program does not admit in the spring.
Summer Deadline	This program does not admit in the summer.
GRE (Graduate Record Examinations)	Not required.
English Proficiency Test	Every applicant whose native language is not English, or whose undergraduate instruction was not exclusively in English, must provide an English proficiency test score earned within two years of the anticipated term of enrollment and meet the Graduate School minimum requirements ( <a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a> ) and the Doctor of Nursing Practice's higher requirements: <ul style="list-style-type: none"> <li>• TOEFL (iBT): 100</li> <li>• TOEFL (PBT): 600</li> <li>• IELTS: 8</li> <li>• Duolingo English Test: 130</li> </ul>

## FUNDING

### FUNDING

#### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (<https://grad.wisc.edu/funding/>) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

#### PROGRAM RESOURCES

Several forms of financial aid are available for graduate students in the School of Nursing. These include fellowships, scholarships, project and teaching assistantships, and loans. Most graduate assistantships cover the cost of tuition and provide a monthly stipend. Awards are made in the spring for the following academic year.

Graduate Research Scholars (GRS) fellowships are designed to support highly qualified underrepresented students in the doctoral programs. Doctoral students who are preparing to be full-time faculty in nursing programs are also eligible for the Nurse Faculty Loan Program (NFLP). These loans, supported by the federal government, are available to cover tuition and other educational expenses. When graduates become full-time faculty members, up to 85% of the NFLP loan will be canceled over a four-year period.

Additional information on financial aid including application procedures is available in the School of Nursing Academic Affairs Office.

## REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (<http://guide.wisc.edu/graduate/#policiesandrequirements>), in addition to the program requirements listed below.

### NAMED OPTION REQUIREMENTS

#### MODE OF INSTRUCTION

Face to Face	Evening/ Weekend	Online	Hybrid	Accelerated
No	No	No	Yes	No

#### Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students typically take enough credits aimed at completing the program in a year or two.

**Evening/Weekend:** Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

Requirement Detail	
Minimum Credit Requirement	Post-BS: 68 credits Post-MS: 51 credits (32 credits in the program plan plus 19 credits from master's degree)
Minimum Residence Credit Requirement	Post-BS: 32 credits Post-MS: 32 credits
Minimum Graduate Coursework Requirement	Half of degree coursework must be graduate-level coursework. Refer to the Graduate School: Minimum Graduate Coursework (50%) Requirement policy: <a href="https://policy.wisc.edu/library/UW-1244">https://policy.wisc.edu/library/UW-1244</a> ( <a href="https://policy.wisc.edu/library/UW-1244/">https://policy.wisc.edu/library/UW-1244/</a> ).
Overall Graduate GPA Requirement	3.00 GPA required. Refer to the Graduate School: Grade Point Average (GPA) Requirement policy: <a href="https://policy.wisc.edu/library/UW-1203">https://policy.wisc.edu/library/UW-1203</a> ( <a href="https://policy.wisc.edu/library/UW-1203/">https://policy.wisc.edu/library/UW-1203/</a> ).
Other Grade Requirements	A student may not receive more than one grade below a B (or a U grade) in any 12 month period.
Assessments and Examinations	No examinations are required.
Language Requirements	No language requirements.
Graduate School Breadth Requirement	DNP students are not required to complete a doctoral minor or graduate/professional certificate.

### REQUIRED COURSES

#### Post-Baccalaureate Option

Code	Title	Credits
<b>Systematic Evaluation of Practice Component</b>		
	Approved Statistics Course (prerequisite)	0
NURSING 706	Nursing Research	3
NURSING 761	Health Program Planning, Evaluation, and Quality Improvement	3
NURSING 764	Nursing and Health Informatics	3
NURSING 806	Evaluation and Application of Evidence-Based Practice	3
NURSING 906	Scholarly Project <sup>1</sup>	6
<b>Leadership/Policy Component</b>		
NURSING 703	Health Care and Public Policy	3
NURSING 704	Leadership in Advanced Practice Nursing I	3
NURSING 708	Ethics for Advanced Practice in Health Care	2
NURSING 772	Leadership and Organizational Decision-Making in Health Care	3

Leadership/Policy Elective 3

**Practice Component**

*Advanced Practice Course Core*

NURSING 702	Health Promotion and Disease Prevention in Diverse Communities	3
NURSING 601	Advanced Health Assessment <sup>2</sup>	3
NURSING/PHM PRAC 605	Pharmacotherapeutics for Advanced Practice Nurses	3
NURSING 811	Advanced Pathophysiology	3

*Population Theory Course* 3

Choose only one population:

NURSING 722	Advanced Practice Nursing Theory: Adults and Older Adults	
NURSING 741	Advanced Practice Nursing Theory: Family Process & Child Development	
NURSING 751	Advanced Practice Nursing Theory: Psychiatric Mental Health	

*APN Clinical/Leadership Practicum Role Core*

NURSING 726	Foundations for APN Clinical Practice I <sup>2</sup>	3
NURSING 727	Foundations for APN Clinical Practice II <sup>2</sup>	3
NURSING 826	Foundations for APN Clinical Practice III <sup>2</sup>	3
NURSING 728	Advanced Practice Clinical Application and Role Development I <sup>2</sup>	3
NURSING 729	Advanced Practice Clinical Application and Role Development II <sup>2</sup>	3
NURSING 828	Clinical Leadership III <sup>2</sup>	3
NURSING 829	Clinical Leadership IV <sup>2</sup>	3

**Total Credits 68**

<sup>1</sup> 6 total credits required; 10 credit maximum. Taken for 2 credits per term (other credit amounts allowed only via faculty approval).

<sup>2</sup> Students in the Adult/Gerontology Primary Care Nurse Practitioner named option must take these courses with a section number of 020 (sections 021 and 022 are also sometimes used for this named option if needed).

**Post-Baccalaureate Three-Year Program Plan**

**First Year**

Fall	Credits	Spring	Credits	Summer	Credits	Total Credits
NURSING 706	3	NURSING 601	3	NURSING 764	3	
NURSING 704	3	NURSING/PHM PRAC 605	3	NURSING 708	2	
NURSING 811	3	NURSING 806	3			
NURSING 722, 741, or 751	3	NURSING 703	3			
	<b>12</b>		<b>12</b>			<b>5</b>

**Second Year**

Fall	Credits	Spring	Credits	Summer	Credits	Total Credits
NURSING 726	3	NURSING 727	3	NURSING 772	3	

NURSING 728	3	NURSING 729	3	NURSING 906	2
NURSING 702	3	NURSING 761	3		
	<b>9</b>		<b>9</b>		<b>5</b>

**Third Year**

Fall	Credits	Spring	Credits	Total Credits
NURSING 826	3	NURSING 829	3	
NURSING 828	3	NURSING 906	2	
NURSING 906	2	Elective (can be taken any term) <sup>1</sup>	3	
	<b>8</b>		<b>8</b>	

**Total Credits 68**

<sup>1</sup> See Pre-approved elective options. Additional options may be approved by program director.

<sup>2</sup> Psych/Mental Health NP students must take NURSING 590 Contemporary Practices in Nursing Pediatric Assessment for Mental Health APNs (1cr) the summer prior to NURSING 726 Foundations for APN Clinical Practice I/NURSING 728 Advanced Practice Clinical Application and Role Development I.

**Post-Baccalaureate Four-Year Program Plan**

**First Year**

Fall	Credits	Spring	Credits	Summer	Credits	Total Credits
NURSING 706	3	NURSING 806	3	NURSING 708	2	
NURSING 704	3	NURSING 703	3			
NURSING 722, 741, or 751	3	Elective (can be taken any term) <sup>1</sup>	3			
	<b>9</b>		<b>9</b>			<b>2</b>

**Second Year**

Fall	Credits	Spring	Credits	Summer	Credits	Total Credits
NURSING 811	3	NURSING 601	3	NURSING 764	3	
NURSING 702	3	NURSING/PHM PRAC 605	3			
	<b>6</b>		<b>6</b>			<b>3</b>

**Third Year**

Fall	Credits	Spring	Credits	Summer	Credits	Total Credits
NURSING 726	3	NURSING 727	3	NURSING 772	3	
NURSING 728	3	NURSING 729	3	NURSING 906	2	
		NURSING 761	3			
	<b>6</b>		<b>9</b>			<b>5</b>

**Fourth Year**

Fall	Credits	Spring	Credits	Total Credits
NURSING 826	3	NURSING 829	3	
NURSING 828	3	NURSING 906	2	
NURSING 906	2			
	<b>8</b>		<b>5</b>	

**Total Credits 68**

<sup>1</sup> See Pre-approved elective options. Additional options may be approved by program director.

<sup>2</sup> Psych/Mental Health NP students must take NURSING 590 Contemporary Practices in Nursing (1cr) the summer prior to

NURSING 726 Foundations for APN Clinical Practice I/NURSING 728  
Advanced Practice Clinical Application and Role Development I.

NURSING 906	2 NURSING 906	2 NURSING 906	2
<b>5</b>		<b>5</b>	<b>4</b>

### Total Credits 32

<sup>1</sup> See Pre-approved elective options. Additional options may be approved by program director.

## Post-Master's Option

Code	Title	Credits
<b>Systematic Evaluation of Practice</b>		
Approved Statistics Course (prerequisite)		
NURSING 761	Health Program Planning, Evaluation, and Quality Improvement	3
NURSING 764	Nursing and Health Informatics	3
NURSING 806	Evaluation and Application of Evidence-Based Practice	3
NURSING 906	Scholarly Project <sup>1</sup>	6
<b>Leadership/Policy Component</b>		
NURSING 708	Ethics for Advanced Practice in Health Care	2
Leadership/Policy Elective		3
NURSING 772	Leadership and Organizational Decision-Making in Health Care	3
<b>Practice Component</b>		
Select one of the populations:		3
NURSING 722	Advanced Practice Nursing Theory: Adults and Older Adults	
NURSING 741	Advanced Practice Nursing Theory: Family Process & Child Development	
NURSING 751	Advanced Practice Nursing Theory: Psychiatric Mental Health	
<i>APN Clinical/Leadership Practicum Role Core</i>		
NURSING 828	Clinical Leadership III <sup>2</sup>	3
NURSING 829	Clinical Leadership IV <sup>2</sup>	3
<b>Total Credits</b>		<b>32</b>

<sup>1</sup> 6 total credits required; 10 credit maximum. Taken for 2 credits per term (other credit amounts allowed only via faculty approval).

<sup>2</sup> Students in the Adult/Gerontology Primary Care Nurse Practitioner named option must take these courses with a section number of 020 (sections 021 and 022 are also sometimes used for this named option if needed).

## Post-Master's Program Plan

### First Year

Fall	Credits Spring	Credits Summer	Credits
NURSING 722, 741, or 751	3 NURSING 806	3 NURSING 764	3
Elective (can be taken any term) <sup>1</sup>	3 NURSING 761	3 NURSING 772	3
	<b>6</b>	<b>6</b>	<b>6</b>

### Second Year

Fall	Credits Spring	Credits Summer	Credits
NURSING 828	3 NURSING 829	3 NURSING 708	2

## Pre-approved Elective Options

Code	Title	Credits
NURSING/ PHM PRAC/ SOC WORK 746	Interdisciplinary Care of Children with Special Health Care Needs	3
NURSING 657	Clinical Psychopharmacology	3
NURSING 847	Health Policy Practicum	3
NURSING 785	Foundations of Curriculum Development and Evaluation in Nursing Education	3
NURSING 786	Foundations of Teaching and Learning in Nursing	3
NURSING 787	Nursing Education Practicum	1-3
NURSING/ MEDICINE/ POP HLTH 705	Seminar in Interdisciplinary Clinical Research Evidence	2
COUN PSY 650	Theory and Practice in Interviewing	3
SOC WORK 875	Health, Aging, and Disability Policy and Services	2
POP HLTH/ SOC 797	Introduction to Epidemiology	3
NURSING/ PHM PRAC 674	Seminars in Interprofessional Mental Health Care	2
NURSING/LAW/ MED SC-M 768	Consumer Health Advocacy and Patient-Centered Care Clinical	1-7
POP HLTH 650	Special Topics	1-6
PUBLHLTH/ NURSING/ PHARMACY/ PHY ASST/ PHY THER 758	Interprofessional Public Health Leadership	1
PUBLHLTH 780	Evidence-Based Decision-Making	3
POP HLTH 915	International Health Systems and Policy	2
OTM 753	Healthcare Operations Management	3

## POLICIES

### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (<https://grad.wisc.edu/acadpolicy/>) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

## NAMED OPTION-SPECIFIC POLICIES

### PRIOR COURSEWORK

#### Graduate Credits Earned at Other Institutions

Post-BS: With program approval, students are allowed to transfer up to 18 credits of graduate coursework from other institutions. Graduate coursework should be less than five years old to be considered; additional justification and/or documentation are needed for coursework taken between five and ten years. Coursework more than ten years old will not be considered.

Post-MS: With program approval, students are allowed to transfer up to 19 credits of graduate coursework from other institutions. Graduate coursework should be less than five years old to be considered; additional justification and/or documentation are needed for coursework taken between five and ten years. Coursework more than ten years old will not be considered unless students are board certified advanced practice nurses (APN) and have continuous practice as an APN.

#### Undergraduate Credits Earned at Other Institutions or UW-Madison

No undergraduate coursework will be allowed to transfer toward DNP requirements.

#### Credits Earned as a Professional Student at UW-Madison (Law, Medicine, Pharmacy, and Veterinary careers)

Refer to the Graduate School: Transfer Credits for Prior Coursework (<https://policy.wisc.edu/library/UW-1216/>) policy.

#### Credits Earned as a University Special Student at UW-Madison

With program approval, students are allowed to transfer no more than 9 credits of coursework numbered 300 or above taken as a University Special student. These credits are considered part of the total allowable credits available for a student to transfer. Coursework should be less than five years old to be considered; additional justification and/or documentation is needed for coursework taken between five and ten years. Coursework more than ten years old will not be considered.

### PROBATION

A semester GPA below 3.0 will result in the student being placed on academic probation. If a student has not returned to satisfactory progress by the determined deadline, a decision about whether the student will be permitted to continue will be made by the graduate programs committee (or appropriate subcommittee) with input from the student's advisor.

### ADVISOR / COMMITTEE

Progression is reviewed each semester by academic affairs office staff and advisors.

### CREDITS PER TERM ALLOWED

15 credits

### TIME LIMITS

Post-BS: Students must complete the requirements within six years of admission. Upon the advisor's recommendation, the associate dean for academic programs may grant a one-year extension.

Post-MS: Students must complete the requirements within four years of admission to the program. Upon the advisor's recommendation, the associate dean for academic programs may grant a one-year extension.

### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (<https://doso.students.wisc.edu/bias-or-hate-reporting/>)
- Graduate Assistantship Policies and Procedures (<https://hr.wisc.edu/policies/gapp/#grievance-procedure>)
- Hostile and Intimidating Behavior Policies and Procedures (<https://hr.wisc.edu/hib/>)
  - Office of the Provost for Faculty and Staff Affairs (<https://facstaff.provost.wisc.edu/>)
- Employee Assistance (<http://www.eao.wisc.edu/>) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (<https://employee disabilities.wisc.edu/>) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (<https://grad.wisc.edu/>) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (<https://compliance.wisc.edu/>) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office Student Assistance and Support (OSAS) (<https://osas.wisc.edu/>) (for all students to seek grievance assistance and support)
- Office of Student Conduct and Community Standards (<https://conduct.students.wisc.edu/>) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (<http://www.ombuds.wisc.edu/>) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (<https://compliance.wisc.edu/titleix/>) (for concerns about discrimination)

### STUDENT APPEALS, PETITIONS, AND GRIEVANCE PROCEDURES

#### Section One: Appeals

Appeals are limited to requests to continue in the curriculum after being dropped from the program and/or course grade appeals.

#### Drop Appeals

Any undergraduate or graduate student who feels they should not have been dropped from the program has the right to file an appeal. The appeals procedure is available for students to provide additional information regarding their circumstances which have contributed to their dropped status. The appeal procedure is described below. Throughout the appeal process, the student (hereby referred to as appellant) may be accompanied by a support person.

#### Course Grade Appeals

A student who believes a grade received in a Nursing course was an error or not consistent with guidelines outlined in the syllabus or campus standards has the right to appeal the grade.

The student should first speak with the course faculty member in an effort to resolve the issue informally. This must be done within 10 business days

of the grade posted to the student's record. During this informal process both student and faculty may consult with the Associate or Assistant Deans for Academic Affairs to seek resolution of the issue.

If the student remains dissatisfied with the grade, the student has the option to initiate the formal appeal procedure. To do this, the student (hereby referred to as appellant) must submit the appeal, as outlined below.

### Filing Appeal

1. The student must submit a petition for special consideration ([https://uwmadison.co1.qualtrics.com/jfe/form/SV\\_07Y6YZUOYXJnQ2O/](https://uwmadison.co1.qualtrics.com/jfe/form/SV_07Y6YZUOYXJnQ2O/)) form to the Assistant Dean for Academic Affairs within 10 business days of notification of academic status or grade posting. The appeal must include:
  - a. Precise grounds on which the appeal is based.
  - b. Circumstances associated with the need to appeal.
  - c. Arguments supporting the appeal.
  - d. Description of proposed remedial actions to be taken to improve the student's academic performance.
  - e. The appellant may also submit letters of support from persons knowledgeable about the appellant's current and/or past academic work and/or other matters related to the appellant's academic performance. Any such letters must be submitted to the Assistant Dean via email by the same deadline.
2. Within 15 business days after receiving the appeal, the Assistant Dean for Academic Affairs shall arrange for a committee meeting. The committee may request additional information from the appellant and/or request them to appear before the committee. The appellant may bring a support person to the appeal meeting and must notify the Assistant Dean for Academic Affairs at least three business days prior to the meeting. The appellant's chosen support person is limited to providing advice and support to the appellant.
3. Within 60 calendar days after the committee receives the appeal from the Assistant Dean for Academic Affairs, the committee shall send a written report of the committee's recommendations to the Assistant Dean for Academic Affairs.
4. The Assistant Dean for Academic Affairs will consider the committee's recommendation and issue a decision on the appeal. The decision will be communicated by email to the student within 10 business days after the receipt of the committee's recommendation.
5. If the appeal is granted, the Assistant Dean for Academic Affairs will discuss with the appellant any stipulations (binding) and recommendations (non-binding) for continuation in the program.
6. If a student chooses to appeal the decision, the appeal will be directed to the Associate Dean for Academic Affairs. The student must submit a written appeal, by email, to the Associate Dean within 10 business days upon being sent the decision from the Assistant Dean for Academic Affairs. The written document must include specific justifications regarding the grounds of the appeal, which are limited to:
  - a. School policies were incorrectly applied;
  - b. Decision is contrary to state or federal law;
  - c. Proper appeal procedures were not followed; or
  - d. Unfounded, arbitrary, or irrelevant assumptions of fact regarding the appellant's performance were made by the Appeals Committee. Appellant must also identify

the specific aspects of the decision that they believe meet the criteria cited as a basis for appeal.

The Assistant Dean for Academic Affairs will provide the Associate Dean for Academic Affairs with a copy of the initial grievance, the committee's recommendation, and the Assistant Dean for Academic Affairs's decision. No new information relevant to the grievance may be introduced to or considered by the Associate Dean for Academic Affairs. The Associate Dean for Academic Affairs shall notify the student and the committee of the decision in writing within 30 business days. The Associate Dean's decision is final.

### Section Two: Petitions

If a student in the School of Nursing wishes to request an exception to a School of Nursing academic policy or regulation they should first consult their academic advisor. Then, the student must formally submit their request using the Petition for Special Consideration ([https://uwmadison.co1.qualtrics.com/jfe/form/SV\\_07Y6YZUOYXJnQ2O/](https://uwmadison.co1.qualtrics.com/jfe/form/SV_07Y6YZUOYXJnQ2O/)) form. Exception requests could be related to academics (i.e. dropping a course or withdrawing after the deadline etc), clinicals/compliance (i.e. waiver for specific compliance requirement), or admission to one of the School of Nursing's academic programs.

Exceptions to established policies, regulations, and/or program requirements should be rare and will be considered on an individual case by case basis. They will be reviewed by the School of Nursing's Academic Affairs office.

### Section Three: Grievances

The following School of Nursing Student Grievance Policy and associated procedures are designed for use in response to individual student grievances regarding faculty or staff in the School of Nursing.

Any individual student who feels they have been treated unfairly by a School of Nursing faculty or staff member has the right to file a grievance and receive a timely response addressing their concerns. Any student, undergraduate or graduate, may use these grievance procedures, except student employees whose complaints are covered under other campus policies. The grievance procedure is available to resolve student concerns regarding inequitable treatment that have not been satisfactorily resolved through the informal resolution process or where the student believes that informal resolution would not be productive. The grievance procedure is described below. Throughout the grievance process, the student may be accompanied by a support person. The use of this grievance procedure shall not prevent the student from seeking redress through another administrative or legal process.

For grievances regarding discrimination based on protected bases (i.e., race, color, national origin, sex, disability, age, etc.), contact the Office of Compliance (<https://compliance.wisc.edu/eo-complaint/>).

For grievances or concerns regarding sexual harassment or sexual violence (including sexual assault, dating/domestic violence, stalking and sexual exploitation), contact the Sexual Misconduct Resource and Response Program within the Office of Compliance (<https://compliance.wisc.edu/titleix/>).

For grievances that involve the behavior of a student, contact the Office of Student Conduct and Community Standards in the Dean of Students Office at <https://conduct.students.wisc.edu/>.

For grievances about, or directed at, faculty or staff in the School of Nursing, students should follow these steps:

### Informal Resolution

Any student in the School of Nursing who believes they have been treated inequitably is encouraged to resolve the matter informally. The student should first talk with the person or group at whom the grievance is directed in an attempt to resolve the issue informally. The student may contact the Associate Dean for Academic Affairs for assistance in resolving the matter informally. If students are unable to resolve concerns directly or without additional support, please see step two.

### Formal Grievance Procedure

1. Any student in the School of Nursing who has attempted to informally resolve a grievance but has been unsuccessful, may submit a formal grievance to the Associate Dean for Academic Affairs.
2. The student must submit a written grievance by email to the Associate Dean for Academic Affairs within 20 business days of the alleged unfair treatment. To the fullest extent possible, a formal written grievance needs to contain a clear and concise statement of the issue(s) involved as well as the relief sought.
3. Within 30 business days after receiving the grievance, the Associate Dean for Academic Affairs shall arrange for a committee meeting. The committee may request a written response from the person or group at whom the grievance is directed, may ask for additional information from any or all parties involved, may request that the parties involved appear before the committee, and/or may take other steps in attempting to resolve the grievance.
4. Within 60 calendar days after the committee receives the grievance from the Associate Dean for Academic Affairs, the committee shall send a written report of the committee's recommendations to the Associate Dean for Academic Affairs.
5. The Associate Dean for Academic Affairs will consider the committee's recommendation and issue a decision on the grievance. The decision will be communicated by email to the student within 10 business days after the receipt of the committee's recommendation.
6. If a student chooses to appeal the decision, the appeal will be directed to the Dean of the School of Nursing. The student must submit a written appeal, by email, to the Dean within 10 business days upon being sent the decision from the Associate Dean for Academic Affairs. The written document must include specific justifications regarding the grounds of the appeal. The Associate Dean for Academic Affairs will provide the Dean with a copy of the initial grievance, the committee's recommendation, and the Associate Dean for Academic Affairs's decision. No new information relevant to the grievance may be introduced to or considered by the Dean. The Dean shall notify the student and the committee of the decision in writing within 30 business days. The Dean's decision is final.

### OTHER

Several forms of financial aid are available for graduate students: traineeships, fellowships, scholarships, research and teaching assistantships, and loans.

## PROFESSIONAL DEVELOPMENT

### PROFESSIONAL DEVELOPMENT GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (<https://grad.wisc.edu/pd/>) to build skills, thrive academically, and launch your career.

### PROGRAM RESOURCES

Career advising, funding, and professional development opportunities are shared with all students by a member of the School of Nursing Academic Affairs staff. Information on these support services can be found on the Student Site (<https://students.nursing.wisc.edu/career-advising/career/>).

## PEOPLE

### PEOPLE FACULTY

School of Nursing Faculty Directory (<https://nursing.wisc.edu/directory/faculty/>)

### ADMINISTRATION

#### Linda D. Scott, PhD, RN, NEA-BC, FAAN

Dean and Professor  
[ldscott@wisc.edu](mailto:ldscott@wisc.edu)

#### Barbara Pinkenstein, DNP, RN-BC, FAAN

Interim Associate Dean for Academic Affairs, Professor  
[pinkenstein@wisc.edu](mailto:pinkenstein@wisc.edu)

#### Katie Bleier

Assistant Dean for Academic Affairs (Academic Dean)  
[katie.bleier@wisc.edu](mailto:katie.bleier@wisc.edu)  
608-263-5172

#### Pamela McGranahan, DNP, PHNA-BC, PMHNP-BC

DNP Program Director, Clinical Associate Professor  
[pmcgranahan@wisc.edu](mailto:pmcgranahan@wisc.edu) (<http://guide.wisc.edu/Mailto:pmcgranahan@wisc.edu>)  
608-263-5337

#### Kristine Kwekkeboom, PhD, RN, FAAN

PhD Program Director, Professor  
[kwekkeboom@wisc.edu](mailto:kwekkeboom@wisc.edu)  
608-263-5168

### ADVISING AND STUDENT SERVICES

#### Darby Sugar

Director of Advising & Student Services  
[darby.sugar@wisc.edu](mailto:darby.sugar@wisc.edu)  
608-263-5172

#### Mariah Allen

Graduate Academic Services Coordinator  
[mariah.allen@wisc.edu](mailto:mariah.allen@wisc.edu)  
608-263-5258

## **ADMISSIONS AND RECRUITMENT**

### **Mandi Moy**

Director of Admissions & Recruitment

mandi.moy@wisc.edu (<http://guide.wisc.eduMailto:mandi.moy@wisc.edu>)

608-263-5261

### **Kate Beggs**

Graduate Admissions & Recruitment Coordinator

katherine.beggs@wisc.edu

608-263-5183