

SUBJECT:	Admission Exception Policy
ESTABLISHED:	4/2024
REVIEWED/REVISED:	4/2025
PURPOSE:	To provide a structured framework for evaluating applicants who do not meet standard academic qualifications.
RELATED POLICY:	Academic Progression Policy
POLICY OWNER:	Provost / Vice President of Academic Affairs

Students applying to a degree program at Nebraska Methodist College (NMC) who do not meet the program's GPA requirements may still apply for admission. NMC reserves the right to admit, on a case-by-case basis, a limited number of students who fall short of the minimum admission standards, based on an assessment of the applicant's potential for success and overall life achievements. Such applicants are required to submit a supplemental statement elucidating their past academic performance and outlining their strategies for success at NMC.

The process for considering exceptions to standard admissions qualifications is as follows:

- The Recruitment and Admissions Coordinator will identify applicants who fall short of GPA requirements but may demonstrate potential for success in the program. The applicants will be asked to write a supplemental statement and advised about the admission exception process and possible outcomes. The Coordinator will then forward recommendations for admission exceptions to the Director of Enrollment for further review.
- The Director of Enrollment will forward student admission files for consideration to an Admissions Review Panel. The applicant's file will be provided, in advance, to the Academic Deans to allow for consultation with program leadership as needed. The Admissions Review Panel will evaluate the applicant's file to determine whether the applicant should be:
 - Admitted into their chosen undergraduate or graduate program,
 - Admitted into the AS Pre-Health Professions or Health Studies degree programs, or
 - Denied admission.
- Admissions Review Panel:

To ensure that programmatic and accreditation requirements are addressed, the Admissions Review Panel will consist of the Academic Dean of the program for which the student is being considered, a member of the Office of Student Engagement Team, and a member of the Admissions Team.

Factors taken into consideration during this evaluation include the applicant's cumulative GPA, GPA in math/science courses, historical trend showing academic improvement from applicant's transcripts, the strength of the supplemental statement, the applicant's explanation for past academic performance, and their proposed plan for academic improvement. In consultation with the Admissions Review Panel, the Academic Dean of the program for which the student is applying will have the final determination as to the admission status of the student.

For undergraduate students: A member of the Admissions Review Panel will inform Enrollment Services of the admission decision. Enrollment Services will then process the decision and issue the appropriate admission letter to the applicant. The decision of the Admission Review Panel is final.

For graduate students: A member of the Admissions Review Panel will notify the assigned Recruitment and Admissions Coordinator and the Program Director of the panel's recommendation. The Program Director will have the final determination as to the admission status of the student.

Undergraduate Students:

Undergraduate students admitted under an admission exception will undergo a period of Academic Observation. The following criteria must be met:

- Enroll in and successfully complete required coursework. All undergraduate students admitted under the "Admission Exception" policy will be required to enroll in and complete HPS 100: Healthcare Fundamentals I. Failure to complete HPS 100 after 2 attempts will result in dismissal from the college.
- Participate in student support events prior to the beginning of the student's first semester.
- Develop and follow an Academic Development Plan in collaboration with the Academic Success Coordinator. This plan may entail regular meetings with the Academic Success Coordinator, engagement with NMC tutoring and/or Supplemental Instruction, meetings with instructors, and other activities aimed at supporting student success.
- Consult with the assigned Academic Advisor prior to course registration each semester to determine the appropriate number of credits for successful progression.
- Maintain good academic standing, as outlined in the program handbook if applicable, and adhere to NMC's Code of Conduct.

Undergraduate students admitted under an admission exception will be closely monitored by the Registrar, Academic Advisor, and Academic Success Coordinator.

Failure to fulfill any of the requirements may result in dismissal from the program, with guidance provided for alternative pathways. See also NMC's Academic Progression Policy.

Graduate Students:

Graduate students admitted under an admission exception will be placed on Academic Observation status and must meet the following criteria:

- Achieve a minimum Cumulative Grade Point Average (GPA) of 3.0 on coursework completed at Nebraska Methodist College.
- Do not receive any of the following end-of-semester course grades: "C", "D", "F", "WF", "NP".

The Registrar will monitor the progress of all graduate students at the conclusion of each semester of Academic Observation status. At the discretion of the Program Director, failure to meet the specified requirements may result in dismissal from the program. See also NMC's Academic Progression Policy.

Please note that this policy may be subject to change based on evolving institutional needs and legal requirements.