Nursing Clinical Make - Up Policy

All make-up clinical time and skills lab time is at the expense of the student and at the discretion of the Dean/Director of Nursing. Please note that clinical and skills lab make-up days may be on weekends and/or during semester breaks.

Clinical Make – Up Procedure:

1. Make up clinical work will NOT provide anecdotal credit. Therefore, non-negotiable objectives MUST be met prior to student being eligible for make-up assignments. All clinical objectives MUST be met for successful completion of the course.

2. Clinical make up time will be in a “virtual” clinical setting and may not exceed twelve hours per semester. If the student is absent for more than twelve hours, the student MUST schedule an appointment with the Dean/Director of Nursing. Clinical make up time will then be at the discretion of the Dean/Director of Nursing and each situation will be evaluated on an individual basis.

3. Cost for the virtual clinical make up will be based upon the amount of time needed to be made up. The fee for less than 8 hours to make up will be $25.00 and the fee for greater than 8 hours to make up will be $50.00. The student is responsible for the make up expense.

4. The procedure for scheduling clinical make up: The student is responsible to contact the Clinical Coordinator to schedule the virtual make up.

5. The Clinical Coordinator will contact the cashier at MMCC to add the additional make up fee to the student’s account.

6. The student will pay the make up fee at the cashier and submit their receipt to the Clinical Coordinator before receiving their make up packet.

7. The Clinical Coordinator will provide the student with the make up packet and student will then be given the deadline to have the make up work completed.

8. Completed make up packet must be returned to the Health Technology and Nursing Office by designated deadline.

9. If a student fails to complete the required clinical make up assignment, they will receive a failing grade for the clinical course.