The University of Tampa
Department of Nursing
DNP Student Handbook

Academic Year

2025-2026

Welcome to the
Doctor of Nursing Practice (DNP) Program

Welcome to the Department of Nursing (DON). Many exciting learning opportunities await you in your academic journey towards obtaining a Doctor of Nursing Practice (DNP) degree. We will give you the opportunity to prepare yourself to practice the skills necessary to thrive in your career utilizing your terminal degree in nursing.

The DNP program is a critical program to The University of Tampa being the first online program and the first doctoral program on campus. The nursing department at UT has a long and proud tradition of producing high-quality nurses and nurse practitioners and now DNP-prepared nurse practitioners. Previous faculty and students who came before you have created an outstanding reputation in Florida as well as across the country. We will provide you with the guidance you need to carry on their legacy of honesty and integrity. As professionals, in the student role, we expect you to demonstrate integrity in all academic and clinical/practicum settings. We want you to always remember that every time you interact with your preceptors, staff at healthcare agencies and clients you are representing UT.

The DON is a community, and like any community there are policies and regulations to follow to keep you on concentration. This handbook includes a number of policies you need to know to stay on the most direct route to success. Please read it carefully and refer to it if and when you have questions during your nursing education.

As you progress through the DNP nursing program at UT you will begin to feel the "UT experience." That experience results from your connections with your fellow classmates and from the concern of our faculty and staff for you, our students. We are here to facilitate your success. Stay focused on your goal to earn your terminal degree in the nursing- the DNP. You are here to be successful. You will work hard, and we will coach and encourage you along the way.

THE UNIVERSITY OF TAMPA
Doctor of Nursing Practice

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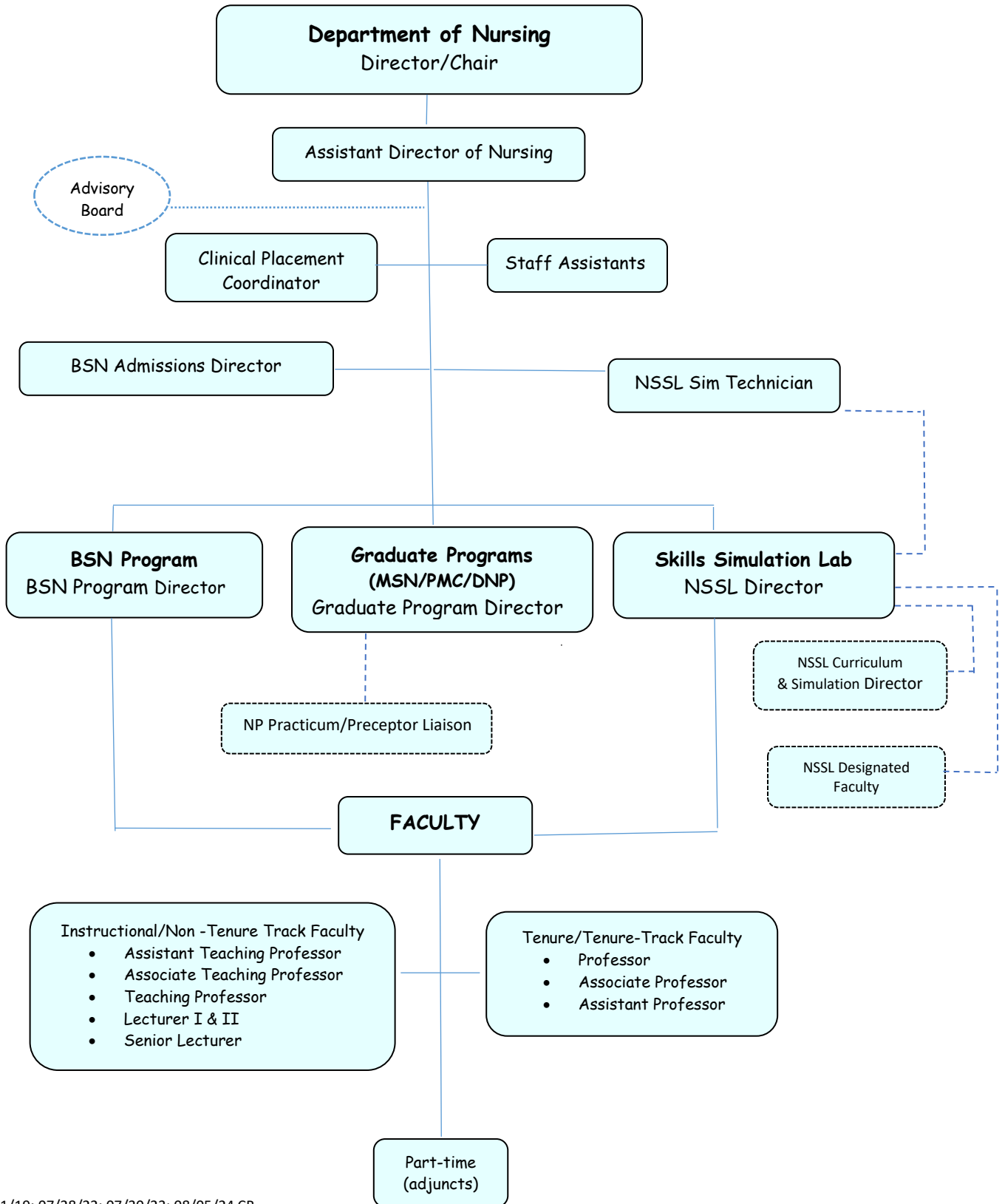
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DON Organizational Chart (2024-2025)

Department of Nursing
Director/Chair

Assistant Director of Nursing

Advisory Board

Clinical Placement Coordinator

Staff Assistants

BSN Admissions Director

NSSL Sim Technician

BSN Program
BSN Program Director

Graduate Programs (MSN/PMC/DNP)
Graduate Program Director

Skills Simulation Lab
NSSL Director

NSSL Curriculum & Simulation Director

NP Practicum/Preceptor Liaison

NSSL Designated Faculty

FACULTY

Instructional/Non-Tenure Track Faculty
- Assistant Teaching Professor
- Associate Teaching Professor
- Teaching Professor
- Lecturer I & II
- Senior Lecturer

Tenure/Tenure-Track Faculty
- Professor
- Associate Professor
- Assistant Professor

Part-time (adjuncts)

Revised: 10/01/19; 07/28/22; 07/30/23; 08/05/24 CB

Table of Contents

SECTION I:
DEPARTMENT OF NURSING OVERVIEW

Introduction

This handbook was developed to facilitate your study and student life. The electronic version of the DEPARTMENT OF NURSING DNP STUDENT HANDBOOK is located on the DNP Student Canvas site. It is the responsibility of all nursing students to read this Student Handbook, as well as understand and comply with all nursing department policies and procedures.

The Department of Nursing Student Handbook is revised according to need or circumstance, and student/public safety concerns. Therefore, it is a 'living document' and students will be held accountable for the current version as posted on Canvas, should any issue arise. Please be advised that the faculty and administration will be responsive to your questions and concerns, seek assistance as needed. Your comments about the program or suggested improvements for this reference are always appreciated. We wish you every success in your studies.

Mission Statement

The primary mission of the Department of Nursing is to offer programs of study in nursing science at the baccalaureate, masters and doctoral level that prepare graduates from entry into professional nursing practice to advanced levels of nursing practice and knowledge. Through clinically relevant teaching, learning, research and active application of evidence-based practice, students are prepared to practice competently as providers and managers of care, and members of the profession in a complex, diverse, and evolving healthcare environment.

The Department of Nursing shares the commitment of the College of Natural and Health Sciences and the University to teaching, research, and service; preparing each student as a life-long learner and as a health professional providing quality, safe, evidence based and compassionate health care to the citizens of Florida, the nation, and the global community.

DON Program Goals

1. Prepare BSN graduates as generalists in professional nursing who advocate for and provide safe, evidence-based, patient-centered care that reflects ethical and legally sound clinical judgement and inter-professional collaboration to diverse individuals, families, communities, and populations across the lifespan.

2. Prepare MSN graduates with strong interprofessional collaboration, critical thinking and decision-making skills as advanced practice registered nurses in family primary care or adult/gerontology primary care.

3. Prepare DNP graduates to function at the most advanced level of nursing practice.

4. Promote academic and professional student success through the academic rigor of our programs, integrating best practices in nursing education and addressing the needs of today's diverse learners.

5. Promote student inquiry into advanced study and nursing scholarship through life-long learning strategies.

6. Contribute to the University, the community and profession of nursing with a faculty that engages in leadership, scholarship and practice activities.

7. Build educational offerings and programs that meet the evolving needs of students and the health care environment.

The DNP goals, program student outcomes and course objectives are congruent with the established national standards.

DNP Program Goals

1. The graduates of the clinical doctorate degree program will be prepared to function as experts in their areas of specialty with distinct in-depth knowledge in complex health care systems.

2. The graduates of the DNP program will distinguish themselves by their ability to provide direct care, as well as to conceptualize new delivery models, based in contemporary nursing science, and informed by organizational, political, cultural, and economic tenets.

GRADUATE PROGRAM OUTCOMES

The program outcomes are the expected student learning outcomes, reflecting characteristics of the expected graduate of the Graduate Programs and the key concepts selected by the UT Nursing Faculty. *Please note the UT DON is transitioning to the 2021 AACN Essentials and 2022 NONPF Core Competencies* *The Nursing Program's Student Learning Outcomes (SLOs) describe the graduate as one who will be able to:*

Graduate Program Outcomes
1. Integrate nursing science and theory with knowledge from ethics, biophysical, psychosocial, analytical, and organizational sciences to develop and evaluate advanced nursing practice.
2. Design and deliver evidence-based, patient-centered compassionate care to diverse populations across the lifespan by incorporating principles of health equity, inclusivity, health promotion, healthcare disparity, and the social determinants of health.
3. Evaluate practice-level and/or systemwide initiatives incorporating safety, legal, ethical, administrative, organizational, political, and economic principles to improve health outcomes within healthcare systems.
4. Evaluate current and emerging information systems and technology considering legal and ethical implications that support, improve, and transform health care to promote optimal patient care and improve outcomes.
5. Promote collegial and collaborative relationships with interprofessional partnerships which utilize strategies of professional communication, conflict management, personal resiliency, and self-care principles to create interdisciplinary teams that improve patient and population outcomes.
6. Cultivate leadership roles that develop, implement, analyze, and evaluate health care policies through advocacy, teaching, and mentorship
7. Model characteristics of the highest standards of professionalism in the role of advanced nursing practice to include integrity and accountability demonstrating ethical comportment and moral courage.
8. Demonstrate competency in advanced practice roles by incorporating translational science knowledge from diverse disciplines including biophysics, psychosocial dynamics, behavioral sciences, sociopolitical contexts, cultural considerations, economic factors, and evidence-based practices tailored to a specific area of specialization or role.
9. Assume leadership roles in evidence-based health promotion and risk reduction/illness prevention practices in individual, aggregate, and population health.

10. Engage in behavior that model professionalism in nursing practice to include lifelong learning, legal and ethical decision making, scholarly work and active participation in community through professional service.

AACN ESSENTIALS: The AACN Essentials (2021)

CORE COMPETENCIES FOR ROFESSIONAL NURSING EDUCATION- 10 Domains and Descriptors

Domain 1: Knowledge for Nursing Practice
Descriptor: Integration, translation, and application of established and evolving disciplinary nursing knowledge and ways of knowing, as well as knowledge from other disciplines, including a foundation in liberal arts and natural and social sciences. This distinguishes the practice of professional nursing and forms the basis for clinical judgment and innovation in nursing practice.

Domain 2: Person-Centered Care
Descriptor: Person-centered care focuses on the individual within multiple complicated contexts, including family and/or important others. Person-centered care is holistic, individualized, just, respectful, compassionate, coordinated, evidence-based, and developmentally appropriate. Person-centered care builds on a scientific body of knowledge that guides nursing practice regardless of specialty or functional area.

Domain 3: Population Health
Descriptor: Population health spans the healthcare delivery continuum from public health prevention to disease management of populations and describes collaborative activities with both traditional and non-traditional partnerships from affected communities, public health, industry, academia, health care, local government entities, and others for the improvement of equitable population health outcomes.

Domain 4: Scholarship for Nursing Discipline
Descriptor: The generation, synthesis, translation, application, and dissemination of nursing knowledge to improve health and transform health care.

Domain 5: Quality and Safety
Descriptor: Employment of established and emerging principles of safety and improvement science. Quality and safety, as core values of nursing practice, enhance quality and minimize risk of harm to patients and providers through both system effectiveness and individual performance.

Domain 6: Interprofessional Partnerships
Descriptor: Intentional collaboration across professions and with care team members, patients, families, communities, and other stakeholders to optimize care, enhance the healthcare experience, and strengthen outcomes.

Domain 7: Systems-Based Practice
Descriptor: Responding to and leading within complex systems of health care. Nurses effectively and proactively coordinate resources to provide safe, quality, equitable care to diverse populations.

Domain 8: Informatics and Healthcare Technologies

Descriptor: Information and communication technologies and informatics processes are used to provide care, gather data, form information to drive decision making, and support professionals as they expand knowledge and wisdom for practice. Informatics processes and technologies are used to manage and improve the delivery of safe, high-quality, and efficient healthcare services in accordance with best practice and professional and regulatory standards.

Domain 9: Professionalism

Descriptor: Formation and cultivation of a sustainable professional nursing identity, accountability, perspective, collaborative disposition, and comportment that reflects nursing's characteristics and values.

Domain 10: Personal, Professional, and Leadership Development

Descriptor: Participation in activities and self-reflection that foster personal health, resilience, and well-being, lifelong learning, and support the acquisition of nursing expertise and assertion of leadership.

Overview of the DNP Program

The Doctor of Nursing Practice program prepares experts in specialized advanced nursing practice. The program prepares DNP students in one of two concentrations:

Advanced Practice Nurse NP Concentration will allow students to design, implement, and evaluate evidence-based disease management care and/or to coordinate acute and chronic illness care for individuals and populations. This track requires a minimum of 1000 practicum hours. 500 verified practicum hours from a MSN program can count towards the required 1000 hours.

Leadership in Population Health Concentration will allow students to develop advanced understanding of population health and learn to propose, plan, and evaluate models of care. Builds on foundational principals of leadership to prepare students for the complex issues faced by the health care leaders of today. This track requires a minimum of 1000 verified practicum hours. Practicum hours from a MSN program can count towards the required 1000 hours.

Each graduate student is assigned a faculty advisor for academic guidance. This advisor will work with the student advisee to develop an individualized program of study.

Accreditation Status

The baccalaureate degree program in nursing, the master's degree program in nursing, the Doctor of Nursing Practice program, and the post-graduate APRN certificate programs at the University of Tampa are accredited by the Commission on Collegiate Nursing Education, (http://www.ccneaccreditation.org).

DNP CURRICULUM

The DNP program is transitioning to the AACN Essentials (2021) in Fall 2024

Required DNP Courses:

All DNP students take:

NUR 700	Introduction to DNP Role and Clinical Inquiry	1
NUR 701	Clinical Epidemiology for APNs	3
NUR 702	APN Care of At-Risk Vulnerable Populations	2
NUR 703	Research Translation for APN Clinical Practice	3
NUR 704	Healthcare Informatics and Information Systems for APN Clinical Practice	3
NUR 705	Healthcare Leadership and Management for APNs	3
NUR 706	DNP Project I: PICOT***	2
NUR 707	Health Policy and Advocacy for APN Clinical Practice	3
NUR 708	DNP Project II: Project Plan***	2
NUR 710	DNP Project III: Implementation***	3
NUR 711	DNP Project IV: Evaluation and Dissemination***	2
	One of the following required:	
NUR 709 *	Genomics and APN Clinical Practice (*APRNs)	3
NUR 720 *	Leadership in Changing Healthcare Environments (*Leadership)	3

Subtotal: 30

**A minimum of 1000 practicum hours are required for APN concentration students to graduate. 500 verified practicum hours from MSN programs can count towards the required 1000 hours.
*** These courses each require practicum hours.

SECTION II:
ADMISSIONS

GENERAL ADMISSION CRITERIA

Admission Criteria for the DNP Program
Admission to the DNP program is competitive. Those who meet stated requirements are not guaranteed admission. Nor are those who fail to meet all of the requirements necessarily precluded from admission if they offer other appropriate strengths.

General Admission Requirements
- Completed application.
- Official transcripts from all post-secondary institutions of education.
- A minimum cumulative GPA of a 3.0 in the previously completed nursing master's program professor holding a doctorate from the previously completed master's program.
- Personal statement of professional goals and how admission to the DNP program will facilitate applicant's professional goals (APA format, 500-800 words).
- Copy of current licensure in the state of Florida (for APN concentration) or RN (for the Leadership in Population and Community Health); both concentrations require RN license from Florida or a multi-compact state license and must remain active throughout the program.
- Background check (completed upon admission).
- Current American Heart Association Healthcare Provider CPR; Certification must remain active throughout the program.
- Proof of professional liability insurance; professional liability insurance must remain active throughout the program.
- Documentation or letter from the previously completed master's program indicating the number of clinical (practicum) hours completed in the nursing master's program. A documented minimum of 500 hours is required for APN track. A GAP analysis will be completed for Leadership in Population and Community Health concentration students upon admission.

For Advanced Practice Nursing Concentration:
- Master's degree with a Major in Nursing from an ACEN, CCNE or CNEA accredited school of Nursing.
- National certification as a nurse practitioner; this certification must remain current throughout the program.
- Current resume or curriculum vitae indicating employment experience in advanced nursing practice for at least one year.
- Completion of the following Master's level nursing courses with a B or better. Courses in which a grade below B were received will need to be repeated before starting the DNP program.
  - Advanced Pathophysiology
  - Advanced Pharmacology
  - Advanced Physical Assessment

For Leadership in Population and Community Health Concentration
- An unencumbered RN license and a Master's degree (MS, MSN, MBA, MHA, MPH or related discipline).
- Current resume or curriculum vitae indicating employment experience in advanced nursing practice for at least one year.

For Graduates of the UT MSN Program
Licensed nurse practitioners who earned their MSN from UT with a minimum GPA of 3.0 are **guaranteed admission** to the Doctor of Nursing Practice program.

- Students must have national certification as a nurse practitioner. The personal statement, documentation of MSN clinical hours and one-year clinical practice requirements **are waived.**
- Students who graduated from the MSN program within the last five years are exempt from submitting letters of recommendation. Those who graduated more than five years ago must submit one letter of recommendation.
- The guaranteed admission opportunity recognizes the exceptional quality of UT's academic programs, and the University's mission to support continuing education and professional growth.

Residency Requirement
Three on-campus residency experiences are required. These residencies occur at the beginning, middle, and end of the program. Full attendance in the residencies is mandatory in order to start and progress in the DNP program (See section IV of this handbook).

Residency dates are posted on the DNP website a year in advance to assist students in planning their campus visits. Students are required to attend the entire residency session according to the hours it is scheduled. If a student is unable to attend, the student must wait until the following year when it is offered again to attend.

Transfer Students
DNP students transferring to UT from other institutions must meet the graduate studies transfer guidelines of UT. The Graduate Programs Director will evaluate the courses taken at other institutions for comparability to UT curriculum requirements. Transfer credit will be accepted at the discretion of the Graduate Programs Director in accordance with the DNP curriculum requirements.

Only credit earned with grades of "B" or better will be considered for transfer. Graduate courses completed more than seven years ago will not be accepted in transfer. A maximum of nine graduate-level credit hours may be taken at other regionally accredited institutions, equating to less than one third of the 30 credit hours required for DNP program completion.

CURRICULUM OUTLINES

Doctor of Nursing Practice Program

Course Number	Course Title	Semester offered	Credit hours
NUR 700	Introduction to DNP Role & Clinical Inquiry - includes residency requirement	1	1
NUR 701	Clinical Epidemiology for APNs	1	3
NUR 702	APN Care of At-Risk/Vulnerable Populations	1	2
NUR 703	Research Translation for APN Clinical Practice	2	3
NUR 704	Information Technology for the Healthcare Environment and APN Clinical Practice	2	3
NUR 705	Healthcare Leadership and Management for APNs	3	3
NUR 707	Health Care Policy and Advocacy	4	3
NUR 709 or NUR 720	Disease and Genomics for APN Practice Leadership in Changing Healthcare Environments	5 5	3 3
		TOTAL	**21**
NUR 706	DNP Project I: PICOT (112 practicum hrs.) - includes residency requirement	3	2
NUR 708	DNP Project II: Plan (112 practicum hrs.) - includes oral defense requirement	4	2
NUR 710	DNP Project III: Implementation (168 practicum hrs.)	5	3
NUR 711	DNP Project IV: Evaluation and Dissemination (112 practicum hrs.) - includes residency requirement	6	2
	TOTAL DNP PROGRAM CREDITS	**TOTAL**	**30**
	TOTAL DNP PRACTICUM HOURS = 504 MINIMUM *	**TOTAL**	**504**
NUR 795	Special Topics in Advanced Practice Nursing	After semester 3	1-3
NUR 799	Independent Study in Advance Practice Nursing	After semester 3	1-3

NUR 706, 708, 710, 711: These courses each require practicum hours in a designated facility.

> *A minimum of 500 additional hours were completed at the MSN degree level for a total of 1004 practicum hours.
> *For the Leadership and Education concentrations total practicum hours must equal 1000

DNP Plan of Study

YEAR 1

Semester 1			Semester 2			Semester 3		
NUR	**Course Name**	**Credits**	**NUR**	**Course Name**	**Credits**	**NUR**	**Course Name**	**Credits**
700	Introduction to DNP Role & Clinical Inquiry ***residency requirement	1	703 *	Research Translation for APN Clinical Practice	3	705	Healthcare Leadership & Management for APNs	3
701	Clinical Epidemiology for APNs	3	704	Healthcare Informatics and Information Systems for APN Clinical Practice	3	706	DNP Project I: PICOT (112 hours)	2
702	APN Care of At-Risk/Vulnerable Populations	2						
	TOTAL CREDITS	6		**TOTAL CREDITS**	6		**TOTAL CREDITS**	5

YEAR 2

Semester 4			Semester 5			Semester 6		
NUR	**Course Name**	**Credits**	**NUR**	**Course Name**	**Credits**	**NUR**	**Course Name**	**Credits**
707	Health Policy & Advocacy for APN Clinical Practice	3	709 * or	Genomics and APN Clinical Practice	3	711	DNP Project IV: Evaluation and Dissemination (112 hours)	2
					3			
			720	Leadership in Changing Healthcare Environments	3			
					3			
708	DNP Project II: Project Plan (112 hours)	2	710	DNP project III: Implementation (168 hours)	3			
	TOTAL CREDITS	5		**TOTAL CREDITS**	6		**TOTAL CREDITS**	2

NUR 700 is the first course taken in the DNP program and is a prerequisite for all DNP courses.

* Prerequisite of NUR 701

DNP courses are to be taken in this sequence unless prior approval is obtained from advisor/program director.

ACADEMIC ADVISEMENT & REGISTRATION

Upon admission to the program, each student will be assigned a nursing academic advisor, in the DNP program this is either the DNP Program Director or a DNP program faculty member. Continued regular contact with the advisor is necessary and students are encouraged to keep their advisor informed of problems, progress, and/or schedule changes in person or via e-mail. Advisors are available to help students schedule and sequence courses, assist with problems in scheduling, and for referral to other University resources. Appointments should be made with the advisor whenever the student has a need for this type of assistance.

Student Responsibilities

The student is responsible for:
1. Keeping informed about dates and processes for registration.
2. Meeting deadlines and actions for removing incomplete grades.
3. Notifying one's academic advisor of all courses carrying incomplete grades and date for completion.
4. Maintaining a current address and phone number on file with the University Registrar's Officeand with the Department of Nursing.
5. Regularly reading and responding to one's UT e-mail. Official UT and Nursing Department communications will be sent to the student via their UT e-mail address only. Students are also expected to correspond with all faculty and staff at the university, as well as preceptors and practicum sites using ONLY their UT email.
6. Maintaining a current copy of the DNP Course Sequencing/Program Planning Sheet and making sure that course requirements are met.
7. Keeping one's advisor informed about changes and/or decisions relating to pursuit of the degree. If a student becomes inactive for a semester or more, he/she is expected to notify the advisor about his/her status.
8. Maintaining requirements for practicum courses.
9. Regularly checking the "DNP Student" Canvas site and UT email to check for important updates, announcements, and program-specific information.
10. Remaining informed of and adhering to nursing department policies as articulated in the student handbook.

SECTION III:

PROGRESSION PLANS

The University of Tampa
Department of Nursing
DNP Program Progression Plan Table

ADMISSION	PROGRESSION	GRADUATION
Refer to Admission Categories in Student Handbook, <u>Section II</u>	• Students cannot earn more than one grade below "B". If they do, they can repeat one course, but the original grade will not be removed. A second grade below "B" in any course will result in academic dismissal. No grade below "C" will be accepted toward a graduate degree. • GPA below 3.0 will result in academic probation. Failure to return to GPA above 3.0 after 8 credit hours of course work will result in academic dismissal • Students must finish all of the coursework for the practicum before moving on to the next practicum course. Students that do not complete a practicum course in the semester planned must remain enrolled in a special project or independent study course to finish the course material and will not be able to move to the next practicum course until the next time it is offered.	• Completion of all course work including the scholarly project within 7 years of enrollment. • Successful completion of a minimum of 30 credit hours of doctoral level work. • Completion of all courses with a grade of "B" or higher, or satisfactory where applicable • Cumulative GPA of 3.0 or greater in the DNP program • Completion of practicum requirements (504 hours) • Successful completion of DNP Portfolio Successful completion of DNP project requirements

DNP Program Progression Plan

Final Course Grading

Final course grades are rounded up for 0.5 or higher only. For example, a final course grade of 93.5 would be rounded to 94 = A; whereas, a grade of 93.49 stays at 93.49 = AB. Individual exams, quizzes and assignments are not rounded. Only the final course grade is rounded. In addition, requests to review previously graded work for grade change are not allowed once final course grade is recorded. Extra credit opportunities after the course has concluded are not provided, as it is the determination of the department that the grade is earned during the pendency of the course and is not altered after the end of the course when the final earned results are known. These policies are in place to ensure consistency and to be objectively fair to all students.

Academic Dismissal and Readmission

Students who are academically dismissed due to: 1) the second grade below "B", 2) failure to correct their academic probation status, 3) commission of a critically serious breach of the UT Academic Integrity Policy and/or engagement in repeated failures to adhere to the UT Academic Integrity Policy, or 4) a second course withdrawal due to risk for academic failure in the course are not eligible for re- admission to the UT DNP Program. Students will be notified in writing of their ineligibility for re- admission to the UT DNP Program.

Students who are dismissed from the DNP program due to other reasons must wait one full year before re-applying to the DNP program. These students are required to meet with the DNP Director and gain prior approval for a plan of corrective actions/objectives. Students who are dismissed must show evidence of academic and/or professional experience that supports their potential for satisfactory academic performance, commitment to program completion on a timely basis, and a specific written plan of action to address the problem(s) that led to their dismissal. Readmission to the DNP program is not guaranteed.

Academic and Personal Withdrawal
Course Withdrawals and Incompletes Withdrawal Dates:

The course withdrawal dates are set by the University and are located in the UT academic calendar website. DNP students must be aware of the university academic calendar and drop dates as they may affect progression in the DNP program. **See the current UT online catalog for withdrawal instructions.**

Each semester has three drop dates. The first two dates are tuition-related and do not pertain to an academic withdrawal period. The final drop date is the **last day to drop a course**, no matter what the reason. Dropping after this date is not permitted and therefore the grade at the end of the semester is the grade recorded for the course.

DNP Course Withdrawal:
Due to accreditation standards, the DNP program further classifies a student withdrawal as either an academic or personal withdrawal. When a student withdraws from a course, they are assigned an academic or personal withdrawal designation.

DNP Academic Withdrawal
An 'academic withdrawal' occurs when a student withdraws from a course and is not passing at the time of withdrawal. Courses subject to this policy include all didactic. Only one academic withdrawal is permitted during the DNP program. If a student withdraws after the final drop date and is given a WF grade, this is also considered an academic withdrawal.
Personal reasons for not passing the course at the time of the withdrawal do not affect the AW status.

Assignments used to determine passing in DNP courses:
The passing criteria for determination of academic vs. personal withdrawal is the weighted course assignment. If the weighted exam/quiz average is less than a 75% at the time of the course withdrawal, that constitutes an academic withdrawal.

DNP Personal Withdrawal
Withdrawals are designated as 'personal' when a student withdraws and is passing the class at the time of the withdrawal **and** the withdrawal is prior to the final drop date.

DNP Progression Guidelines
- All pre- and co-requisites for courses must be met before the student may progress to the next specified course.
- NUR 700 is the first DNP course and is a prerequisite for all other courses.
- NUR 703 and NUR 709 require additional prerequisite of NUR 701.
- Taking courses out of sequence requires prior permission from advisor/program director.
- No grade below a "C" will be accepted toward a graduate degree. However, DNP students cannot earn more than one grade below a "B" in the DNP program. If they do, they can repeat one course, but original grades will not be removed from the student's academic record. Students must repeat the course in the next semester that it is offered. A second grade below a "B" will result in academic dismissal.
- No grade below "B" will be accepted for practicum courses. Grades below "B" in a practicum course indicate a need to repeat the course and will be counted in the grades below "B".
- The student must maintain an institutional grade point average of 3.0. Any student whose GPA falls below 3.0 must meet with the academic advisor to develop a written plan for academic improvement. Students with GPA below 3.0 will be placed on academic probation and will be granted eight credit hours to elevate the GPA to 3.0. Failure to do so will result in academic

dismissal. Students will be offered this opportunity only one time throughout their academic program. If the GPA falls below 3.0 a second time, they will be academically dismissed.

- Students who withdraw from more than one course due to risk for academic failure will be dismissed from the program.
- A student who has been out of the graduate program for two consecutive semesters or more must reapply for admission to the DNP Program.
- Licensed Nurse Practitioners must maintain current Florida APRN license throughout the program.
- Leadership concentration students must maintain a current RN license throughout the program.
- The DON does not participate in the UTampa graduate grade forgiveness policy.

Attendance and Absences

Exam Absences

Attendance for all examinations is expected. Students who are absent for an examination will receive a zero (0) for that exam. In extreme extenuating circumstances, a student may submit a formal request for exception to this policy as follows:

- Submit formal letter of request to course faculty.
- Include in letter of request the specific exam and a detailed rationale for the request.
- Attach official documentation of extenuating circumstances.

The course faculty will make the decision to grant or deny the request based on a case-by-case review of individual circumstances. If permission to take a make-up exam is granted, the time and type of examination will be determined by the faculty. Make-up exam items maybe of any type, including short answer and essay. Students who login late for an exam may or may not be admitted to the exam at the discretion of the course instructor. If admitted, the student will have only the remaining time to complete the exam. Students with documented special needs will be eligible for accommodations per University policy.

Extreme Extenuating Circumstances

Occasionally, unforeseen, uncontrollable extenuating circumstances cause absence or tardiness for online activities; however, a pattern of tardiness shows a lack of respect for others, irresponsibility, and is unacceptable. Below are listed some circumstances which might lead to an isolated incident of absence or tardiness. When making a request for an exception to policy, students must attach the required documentation to the letter of request.

- Unforeseen illness or medical treatment of student or immediate family member requiring the student's care. Documentation will consist of medical statement with date, letterhead, and signature of care provider.

- Death of a family member. Documentation will consist of the newspaper obituary, death certificate, or funeral home documents.
- Unforeseen emergencies preventing the student from attending class or lab might include but are not limited to house fire, vehicle collision, and jury duty. Documentation will consist of an official record from the appropriate agency or office.

Attendance Policy

Although the DNP program is online and is asynchronous there are some assignments such as exams that will be scheduled on specific dates and times. Students are expected to attend all scheduled classes and to arrive promptly. The anchor day for the DNP program is on Mondays at noon. All new material will be posted at this time. Students are expected to login weekly to the Canvas site. Failure to login will be considered an absence from the course. A student may be administratively withdrawn for absences accounting for more than 20% of the course (lecture or practicum).

Graduation

Completion of all course work including the scholarly project within 7 years of enrollment.
- Successful completion of a minimum of 30 credit hours of doctoral level work.
- Completion of all courses with a grade of "B" or higher, or satisfactory where applicable.
- Cumulative GPA of 3.0 or greater in the DNP program.
- **Completion of practicum requirements**
   - Students complete four practicum components associated with the DNP Project Development courses which offer mentored opportunities to identify, develop, implement, evaluate and disseminate the independent, analytical scholarly project.
   - Each course assumes the synthesis of knowledge gleaned from previous and concurrent DNP courses and the unique practice expertise of the DNP student.
   - The practicum hours are incorporated into the DNP Project I-IV courses. During these c courses, the student is expected to practice a minimum of 504 hours in an area related to their practice inquiry.
   - The DNP nursing advisors and NP practicum/preceptor liaison are available to facilitate the practicum process. Students should expect to travel to practicum sites. Orientation to practicum experiences and responsibilities will be provided during the on-campus residency period.

- **Successful completion of DNP portfolio**

   - Each student will be required to develop an E-portfolio that serves as a repository for evidence of completion of program learning outcomes. The portfolio will showcase the student's work and will demonstrate achievement of all program outcomes and competencies, including work related to individual courses, as well as project-related work.
   - Instructions for developing and maintaining the portfolio will be provided at the beginning of the program during the initial residency requirement.

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- Successful completion of residency requirements. The required residency will be structured to promote the formal and informal exchanges that are fundamental to the doctoral learning process. Students will attend three on-campus residency seminars during their course of study.

  - Residency #1 will provide an introduction to UT student services and the online delivery format with training by library, instructional and information technology support staff. Students will also receive training on using databases for literature searches. The orientation session will also emphasize the importance of students getting to know each other, and creating a sense of community. Students are also oriented to the DNP handbook, program and graduation requirements. Open discussion to address questions.
  - Residency #2 serves as the transition between year 1 and 2 to provide face-to-face instruction on scholarly project proposal presentation, discuss PICOT development and literature review and advisor meetings.
  - Residency #3 will occur during the last semester. Students will present their final scholarly project to the cohort, faculty, and practice partners.

- **Successful completion of scholarly project requirements**

  - DNP students are required to complete a clinical scholarly project in order to meet the program's requirement and be eligible for graduation.
  - The DNP Scholarly Project is not intended to be a research study (dissertation), but a research translation project. The project brings together the practice and scholarship aspects of the Doctor of Nursing Practice degree. It is designed to address complex practice issues that affect groups of patients, health care organizations, or health care systems utilizing informatics, technology, and in-depth knowledge of the clinical and behavioral sciences.
  - The theme of all DNP scholarly projects is the use of evidence to improve either practice or patient outcomes.
  - The clinical scholarship required in the DNP Scholarly Project reflects mastery and competency in the student's area of expertise. Examples of the acceptable types of projects are: 1) system modification for quality improvement processes, 2) information technologies applied in the health care setting to improve health outcomes, 3) health care delivery innovations, 4) analysis and application of a health care policy, 5) elements of a clinical practice guideline in the health care setting.

SECTION IV:
ACADEMIC POLICIES AND PROCEDURES

Part-Time Status

Students must register for a minimum of 4 semester hours to be considered a part-time graduate student and to be eligible for financial aid.

Residency Requirements

Residency #1 will introduce UT student services and the online delivery format. Training sessions will include orientation to the library, instructional and information technology, software used by the program. Students will also receive training on using databases for literature searches. An overview of the DNP Project including selection of the project topic and choosing a DNP Project Chair. The orientation session will also emphasize the importance of students getting to know each other and creating a sense of community. Students are also oriented to the DNP handbook, program and graduation requirements. Open discussion to address questions will be facilitated.

Residency #2 serves as the transition between year 1 and 2 to provide face-to-face instruction on scholarly project proposal presentation, discuss DNP Project development literature review, and complete DNP Project chair and committee meetings. A DNP Project preliminary proposal will be completed while on campus.

Residency #3 will occur during the last semester. Students will present their final DNP Project to the cohort, faculty, and practice partners.

Completion Time Requirement

The DNP degree must be completed within seven years of initial admission.

Evaluation/Grading Standards

The Department of Nursing uses the following grade scale:

94-100	A
90-93	AB
84-89	B
80-83	BC
75-79	C
70-74	CD
64-69	D
0-63	F

Evaluation methods in didactic and practicum courses are subject to change and apply to all students regardless of their choice of catalog.

Attendance

Although the DNP program is online and is asynchronous, there are some assignments such as exams that will be scheduled on specific dates and times. The anchor day for the DNP program is on Mondays at noon. All new material will be posted at this time. Students are expected to login weekly to the Canvas site. Failure to login will be considered an absence from the course. A student may be administratively withdrawn for absences accounting for more than 20% of the course (lecture or practicum).

Examinations

Students in the DNP program may have proctored examinations. The instructor will notify the student on the course schedule of the dates and times of the exam. Students are expected to be present for scheduled examinations and quizzes on the online platform. Absences are not permitted except for verified emergencies and illness. If a student is absent on the day of the scheduled exam, he/she must contact the instructor before the test is given except under extreme circumstances (see extenuating or extreme circumstances policy on page 18). Make-up examinations and quizzes will be administered at discretion of the course faculty. The use of personal digital assistants, calculators, and other instructional aides are not allowed during examinations unless the instructor gives permission.

Application for Degree

DNP students must complete a degree audit form at the time they begin their clinical practicums. This will be completed during the residency I on-campus period. In addition, all students must formally apply for graduation via Workday prior to the middle of the semester in which they intend to graduate.

Student Conduct

Students enrolled at the University are expected to uphold standards of integrity and behavior that will always reflect credit upon them and The University of Tampa. Students are also expected to have with propriety and to respect the rights and privileges of others. They are expected to abide by the laws of the city, state, and nation, and by all rules and regulations of the University as well as clinical facility. Failure to do so may result in separation from the University.

Students are expected to demonstrate professional behaviors including affective, and attitudinal qualities such as: professional demeanor, positive contribution to class, respect for others, and interpersonal skills consistent with personal accountability. Students are expected to be honest and forthright in their academic endeavors. Students who falsify clinical documents, papers, who cheat on exams, or who are guilty of plagiarism will be given a failing grade for the work and/or will be dismissed from the program. Students are expected to neither receive nor give assistance on class assignments or examinations unless this has been previously approved by the professor. A breach in academic integrity can result in failure and academic dismissal.

Academic Appeal Process

The following policy applies to disputes over grading and/or academic decisions at the graduate level:

1. It is understood that the student meets first with the instructor and the program director/department chair to resolve the academic issue at hand.

2. If the matter remains unresolved, the student must notify the program director in writing within five working days that an appeal is forthcoming.

3. Within ten working days of notification, the written or emailed appeal must be submitted to the Director/Chair of the nursing department with specific evidence and all supporting documents.

4. Within five working days of receiving the written or emailed appeal and supporting documents, the Director/Chair will acknowledge receipt of the appeal and convene the Department of Nursing Appeals Committee.

5. Within ten working days, the Department of Nursing Appeals Committee will notify the student via UT student email and in writing via USPS of their decision.

6. Within ten working days of notification, the student may appeal the Department of Nursing Appeals Committee decision, in writing, to the college dean. The appeal statement, however, must justify the need for a further level of review - by providing new evidence or evidence that the review process has somehow been violated. Should the appeal merit further consideration, the dean reviews the complete documentation from the student and the committee and has the option to consult with members of the college committee, to meet with the student making the appeal, and to ask for additional documentation. The dean issues a decision, normally withing ten working days.

7. Only if the student provides new evidence about the case, beyond the dean's level of review, or evidence that the review process has been violated, may the college dean's decision be appealed to the associate dean of graduate studies. This written appeal must be delivered within ten working days of the dean's decision. If this justification is not established, the associate dean of graduate studies notifies the student (normally within ten working days) that the appeals process is complete. Should the appeal merit further consideration, the associate dean of graduate studies has the option to review all documentation pertaining to the case, to consult with members of the college committee and with the college dean, to meet with the student making the appeal and to ask for additional documentation. The associate dean of graduate studies notifies the student of the decision normally within ten working days. The decision is final.

See the Graduate Student Catalog for academic appeal policies.

The University of Tampa is committed to provide a campus environment free of the abuse of alcohol and the illegal use of alcohol and other drugs. No employee or student is to report to work, class, labor clinical practicum or to any University activity while under the influence of illegal drugs or alcohol.

Americans with Disabilities Act

If there is a student who requires accommodations because of any disability, please contact the Academic Success Center for information regarding registering as a student with a disability. You may call (813) 257-3266 or email disability.services@ut.edu. Please feel free to discuss this issue with faculty, in private, if more information is needed.

Intervention Project for Nurses (IPN)

Any student displaying behavior in the academic or clinical setting indicative of impairment related to substance abuse, a psychological/psychiatric or medical condition will be asked to self- report to the Intervention Project for Nurses (http://ipnfl.org/), as contractor for the Florida Board of Nursing in accordance with the Florida Nurse Practice Act.

Suspension and Dismissal

- The University of Tampa Department of Nursing has established standards of conduct and performance that apply to all nursing students. The standards are commensurate with those that are expected of a healthcare professional. These standards must be upheld in order to remain and progress within the Nursing Program.
- The following represent conduct and performance that is unacceptable and may be used as grounds for immediate suspension or dismissal from the Nursing Program. **Unacceptable conduct and performance shall include but is not limited to:**

  1. Performing acts that violate the Florida Nurse Practice Act, including but not limited to those acts that go beyond the scope of nursing practice, or fall below the standard of care, as specified by law or by law.
  2. Performing duties and/or assuming responsibilities without adequate preparation, competency, and/or supervision
  3. Diverting supplies, equipment, or medications for personal or other unauthorized use
  4. Falsifying or otherwise altering client, clinical agency, or The University of Tampa records or documents
  5. Misrepresenting his/her clinical hours or providing any false documentation or other written or verbal inaccuracy related to clinical rotations and/or clinical hours
  6. Abusing, neglecting, or abandoning clients and/or families, or violating privacy regulations, laws or rules
  7. Displaying conduct that is unbecoming to a University of Tampa nursing student, or which may be detrimental or dangerous to the health or welfare of the client, family, public, or The University of Tampa

8. Being charged with or convicted of the commission of any act that is classified as a relevant misdemeanor or any felony under State of Florida law

9. Failure to abide by and/or commission of such acts or behaviors that violate The University of Tampa or the Department of Nursing requirements, policies, and procedures as outlined in The University of Tampa and Department of Nursing Student documents

10. Inability to perform required essential skills and functions due to chemical, mental, physical or medical impairment.

11. DNP students may not develop independent contracts (formal or informal) with clinical preceptors outside of the University of Tampa's Department of Nursing's designated process. This includes but is not limited to: additional clinical experiences or monetary compensation. Students are not permitted to pay, or Compensate in any way, a preceptor for their services, nor are students permitted to employ any contracting agency to secure a preceptor. Students not in compliance with this policy will be subject to dismissal from the program.

12. Any incident of unacceptable conduct or performance will be documented in writing. A conference will be held that includes the student, the faculty member and the DNP Program Director, and/or the Nursing Program Director/Chair. The student will be informed in writing by the DNP Program Director and/or the Nursing Program Director/Chair of the final decision for suspension or dismissal from the program.

13. Students who wish to appeal the decision are directed to the appeals process as specified in the student handbook and in the UT Catalog.

Performance Standards for Practicum

There are basic skills and abilities needed for a student to participate in giving safe, effective care to patients. These include:

1. **Observation**. Students must be able to observe demonstrations and experiments required by the nursing curriculum and be able to participate in such with adequate vision and other sensory modalities, including the senses of hearing and smell. A student must be able to observe a patient accurately at a distance and close at hand.
2. **Communication**. Students must be able to speak intelligibly and to hear sufficiently to affect an adequate exchange of information with patients, family members and other health professionals. A student must be able to read and write English effectively in order to fulfill academic requirements and to maintain accurate clinical records on patient care.
3. **Motor**. Students are required to possess motor skills sufficient to elicit independently information from patients by palpation, auscultation, percussion and other manually based diagnostic procedures. Students should be able to provide basic nursing care (clearing the airway, placing catheters, administering medications, turning and moving patients, etc.) in the general care environment, and coordinate fine and gross muscular movements to treat patients in emergency situations. Emergency situations include any circumstance in which a patient experiences either a physical or a mental medical event requiring immediate remedy.
4. **Intellectual-Conceptual, Integrative and Quantitative Abilities**. These abilities include an aptitude for rapid problem solving and must possess good judgment in patient assessment and the abilities to incorporate new information, comprehend three-dimensional relationships and retain and recall pertinent information in a timely fashion.
5. **Behavioral and Social Attributes**. Students must possess the physical and emotional health required for the application of his/her intellectual abilities and the employment of sound judgment in an appropriate and prompt manner. Students must be able to function effectively under physically taxing workloads, and in times of physical and mental stress. Students must display compassion, sensitivity and concern for others, and maintain professional integrity at all times.

Prerequisites for Participation in Practicum Experiences

Students must keep copies of all the bulleted items below so that they can upload them into the practicum management system during the semester they take NUR 706, 708, 710 and 711. All forms must be complete, current and on file in the practicum management system prior to the end of the first week of the semester. Students will not be allowed to progress in the course or practicums until they are in compliance. This will be considered an unexcused absence(s).

- Current Florida RN/APRN license **
- Physical examination, including immunization history
- PPD or QuantiFERON test (within past year). In the case of a positive PPD skin test or QuantiFERON test, a follow-up x-ray must be submitted every 5 years. After the initial submission of a negative PPD, negative CXR, or negative QuantiFERON test, the student may continue to upload these results each semester or complete the TB Screening Questionnaire in lieu of test results (unless requested otherwise by practicum facility). If the TB Screening Questionnaire is positive, then test results will be required.
- Hepatitis B series or signed declination
- MMR titer
- Tdap immunization in the last 10 years
- Clinical agencies may require additional immunizations. Students must meet agency requirements to proceed with the practicum.
- Basic Life Support certification for healthcare providers (adult and pediatric/infant BLS and defibrillator use) from the American Heart Association approved BLS course **
- Professional Liability Insurance (Student Nurse Practitioner, as applicable.) Liability limits of $1M/3M are required **
- DNP students may be required to undergo additional Level 2 background screening depending on practicum agency requirements.
- DNP students may be required to have 12-panel UDS depending on practicum agency requirements
- Expenses associated Background checks and drug screening are the student's responsibility.

** Also, these are to be current and on file at the start of each practicum. If they are not up to date, the student is not allowed at the practicum site and no practicum hours can be counted until student is in compliance.

Criminal Background Check and Drug Testing Policy

DNP students be required to undergo criminal background check (CBC) and drug screening (DSs) during their tenure as a nursing student, as an academic and/or clinical facility requirement. The cost of all CBCs and DSs shall be the responsibility of the student. Further, the student will be responsible for completing all CBCs and DSs within the designated time period.

Rationale

The Department of Nursing (DON) is committed to the education of professional nurses and is obligated to provide safe and effective care to the clients we serve. We also have an obligation to those agencies with whom we contract, to ensure that our students are capable of providing safe care to their clients. With this commitment and obligation in mind, the DON requires CBC and drug screening for all students prior to enrollment in their first nursing class.

The decision to utilize CBCs and DSs for admission and continuing enrollment purposes is consistent with the recommendations of the Joint Commission on the Accreditation of Healthcare Organizations, the American Nurses Association Code of Ethics, the policies of the DON clinical affiliates, and State of Florida and Federal laws. Florida Law restricts access to children, elderly, and disabled patients by persons convicted of specific misdemeanors and felonies (Chapter 435 Florida Statues). This law places restrictions on all health care facilities, which in turn require students to comply with the same restrictions as their employees and volunteers.

Partnering agencies where students receive nursing practice experiences also require drug testing and criminal background checks, as well as additional information such as arrests without convictions, verification of employment, and social security verification, aimed at protecting the public. Students must meet any and all requirements of the clinical facility, which may be more extensive than required by the DON.

Procedure

1. The drug screen will be either a 10 or 12-panel urine drug screen which tests for amphetamines (amphetamine, MDMA, methamphetamine), marijuana, cocaine, opiates (codeine, morphine), phencyclidine (PCP), benzodiazepines, barbiturates, methadone, methaqualone, propoxyphene, oxycodone.
2. The student is responsible for the cost of the background check and drug screen, if the drug screen has to be repeated due to a dilute urine or other reason, the student is responsible for the additional costs.
3. Students who refuse testing or do not complete or pass the background check and/or the drug screen in the allowed time, will not be allowed to attend practicum and may be subject to dismissal.
4. Depending on the practicum site a Level I or Level II may be required by the clinical agency.

5. The DNP program director will have access to the results that will be maintained on a secured electronic site maintained through the vendor.
6. In the event a record of conviction is found, the record will be screened as to severity by the vendor and the program director will be notified, who will then notify the Department Director/Chair and the student. At that time, the student's admission offer will be rescinded.
   a. Students claiming inaccuracies in their CBC will be referred to the entity completing the CBC.
7. If a student fails a drug screen, the program director will notify the Department Director/Chair and the student. Students may also be notified directly by the vendor. The student will not be allowed to continue in the practicum and may be dismissed from the program.
   a. Students claiming inaccuracies in their DS will be referred to the vendor and/or authorized laboratory completing the drug screen.
   b. Students will be offered a referral to Student Health Services for counseling.

Confidentiality

Results of all background checks and drug screens will be privileged and confidential. The information will be maintained in a secure electronic file on the vendors secured site, and shall not be released or otherwise disclosed to any person or agency, other than the following: (1) Department/Chair and DNP Program Director; (2) persons who have a legitimate need to know, as designated by the Director of Nursing - as allowed for by the Family Educational Right to Privacy Act (Buckley Amendment) which can be viewed at http://www.ut.edu/registrar/ferpa/; (3) upon direction of a court order; (4) any affiliated entity providing clinical training; or, (5) with the written consent of the student. Student records will be maintained until graduation or end of matriculation.

Review of Drug Testing Results for Admission and Continuing Students

Negative (or clear) Drug Screen: Students are clear to attend their practicum site.

Positive Drug Screen: Positive test results will be reported to a Medical Review Officer (MRO) appointed by the testing laboratory. The Medical Review Officer will confer with the subject student to determine if there is any authorized reason for the positive test result. The final determination of a positive or negative drug screen will be determined by the MRO. Failure to contact the MRO as requested results in a POSITIVE drug screening. This is considered a disqualify result (*see below for guidelines for disqualifying results).

If a test result shows the test has been adulterated, or the test is unable to be run because the temperature of the specimen is suggestive of adulteration, the test results will be considered positive. This is considered a disqualify result (* see below for guidelines for disqualifying results).

Positive Dilute, Positive No Contact, or Cancelled. If student does not comply with repeating the test, this is considered a disqualify result (* see below for guidelines for disqualifying results).

Drug Screen Result other than Positive or Negative: If the student's drug screen results in a result that is neither positive nor negative, then the test must be repeated (at the students' expense). A test result that is neither positive nor negative includes but is not limited to a Negative Dilute.

Negative Dilute Result: A dilute specimen can be caused by two circumstances. The first circumstance is caused by an individual diluting the urine with water, or other liquid, by pouring it into the specimen at the time of collection. The second method of obtaining a dilute specimen is by consuming too much fluid, especially liquids that contain diuretics, prior to collection (i.e., coffee, soda pop, medications, etc.). This may be inadvertent or may be on purpose on the part of the student. A student whose drug screen result is negative dilute will be required to complete another drug screen within 24 hours at his/her own expense. Failure to comply with this requirement will result program dismissal. If the repeated sample result is dilute negative result – this is considered a disqualify result (* see below for guidelines for disqualifying results).

Guidelines for Disqualifying Drug Test

Students with a disqualifying result are not permitted to participate in the clinical component of a nursing course. Any missed clinical as a result of a disqualifying result is considered an unexcused absence; this will impact the student's ability to progress in the program.

In order to participate in clinical after a disqualifying result, the student must complete the following:

- Voluntarily contact and comply with a substance abuse assessment/treatment program approved by the Florida Board of Nursing (FBON) contracted Intervention Project for Nurses (IPN).
- Authorize the substance abuse treatment program to communicate regular compliance reports directly to the DNP program Director.

Once the student has satisfied the above requirement, the student will be able to resume the program of study according to all guidelines set forth in the current Nursing Student Handbook. Should the student refuse to participate in a substance abuse treatment program or fall out of compliance with the with the substance abuse treatment program contract, this will result in immediate and permanent dismissal from the Nursing Program and may trigger legally mandated reporting to the Florida Board of Nursing.

Graduation from the Nursing Program at UT does not guarantee eligibility to obtain APRN licensure. A student with a history of a positive drug screen may likely be required to submit additional documentation of the situation and submit to global evaluation of suitability to be safe practitioner in the venue of practice to his or her State Board of Nursing when applying for the APRN licensure.

Review of Criminal Background Check Results for Admission and Continuing Students

UT Department of Nursing Automatic Disqualifying Criminal Offenses
Should any of the following be reported it will result in immediate dismissal from the program

Felonies
1. A crime of violence.
2. Any felony offense involving unlawful sexual behavior.
3. Any felony, the underlying basis of which has been found by the court on the record to include an act of domestic violence.
4. Any felony of child abuse.
5. Any felony offense in another state, the elements which are substantially similar to the elements of any of the above offenses.

Misdemeanors
1. Third degree assault.
2. Any misdemeanor, the underlying factual basis of which has been found by the court on the record to include an act of domestic violence.
3. A misdemeanor offense of child abuse.
4. Any misdemeanor offense of sexual assault on a client by a psychotherapist.
5. Any misdemeanor offense in another state, the elements of which are substantially similar to the elements of any of the misdemeanor offenses listed above.

Criminal Histories
1. Convictions/deferred adjudications involving crimes against persons (physical or sexual abuse, neglect, assault, murder, etc.).
2. Convictions related to moral turpitude (prostitution, public lewdness/exposure, etc.).
3. Convictions/deferred adjudications related to the sale, possession, distribution, or transfer of narcotics or controlled substances.
4. Registered sex offenders.

If a student doesn't have any of the offenses listed above on their record but does have a record of other types of convictions a nursing department administrative review will occur. While the student may be admitted to the program, if no clinical or agency is willing to accept the student based upon a positive background check, the student may not be able to fulfill the program or course/clinical requirements which will place the student in violation of the DON progression policy. Accordingly, the DON reserves the right to dismiss the student.

SECTION V:
ADDITIONAL INFORMATION

Miscellaneous

Sigma Theta Tau International Honor Society of Nursing

The mission of the Honor Society of Nursing, Sigma Theta Tau International (Sigma) is advancing world health and celebrating nursing excellence in scholarship, leadership, and service. The vision of the Honor Society of Nursing, Sigma Theta Tau International is to be the global organization of choice for nursing. Students enrolled in a nursing program, and who meet the following criteria, are invited to join through one of STTI's chapters located around the world. The Delta-Beta-At-Large chapter is our chapter at UT.

The Delta Beta Chapter-at-Large of Sigma Theta Tau International Honor Society of Nursing at the University of South Florida and The University of Tampa was created in April 2000 with the re-chartering of the existing chapter at USF with the Honor Society of Nursing at UT. The purposes of the chapter are to recognize superior achievement, recognize the development of leadership qualities, foster high professional standards, encourage creative work, and strengthen commitment to the ideals and purposes of the profession. The chapter sponsors research conferences, scholarly programs, leadership awards, student scholarships, and research grants.

Baccalaureate students are invited to join based upon academic scholarship, integrity, and faculty recommendations. Graduate students and community leaders may apply when membership criteria are met. Invitations and Induction into the Society is normally held in the fall semester. Additional information about chapter activities and calendar of events may be found on the chapter web site. https://deltabeta.sigmanursing.org/home

Undergraduate Students must:
- Have completed ½ of the nursing curriculum;
- Achieve academic excellence;
- Rank in the upper 35% of graduating class (the GPA may change each year depending on the average GPA of the top 35% of the graduating class), but GPA cannot be lower than a 3.0.;
- GPA is based on cumulative GPA earned at the University of Tampa as reported on Workday.
- Meet the expectation of academic integrity/professionalism.

Graduate Students (MSN and DNP) must:
- Have completed 1st clinical practicum experience;
- Achieve academic excellence, with grade point average 3.5 or greater;
- Meet the expectation of academic integrity/professionalism.

APA STYLE

The Department of Nursing requires all coursework to be formatted using the rules of APA Style©, **using the Professional Format only** detailed in the *Publication Manual of the American Psychological Association*, Seventh Edition, unless otherwise directed by course faculty. Student resources for the APA 7th Edition formatting are located on the DNP Student Canvas site and supplementary tutorials are available on the APA website: www.apa.org.

E-Mail

All students are provided a University e-mail address in the format *username@spartans.ut.edu*. Official University and Department of Nursing communications will be sent to the student via this e-mail address only. Students are required to regularly read and respond to their University e-mail both professionally and in a timely manner.

Students are expected to check their UT email at a **minimum of once a day** and respond in a timely manner (within 48 hours) if indicated. *The Nursing Department communicates with students exclusively through their UT e-mail address.*

Employee Reimbursement Payment Plan (ERPP)

The University of Tampa allows students receiving tuition benefits from their employer to enroll in a deferred payment plan. The plan allows students to register with a payment of 50% of their tuition cost and student service fee. The remaining balance will be due 30 days from the last day of classes. Contact the Bursar's office for additional information.

Scholarships

There are several scholarships available for students. Information and applications are posted on the "UT Nursing Students" Canvas site.

Loan Programs

Varieties of loans are available to assist students. There are two basic types of loans available to students: need-based "subsidized" loans, and "unsubsidized", non-need-based loans. To qualify for these loans, students must be registered at least halftime (6 credit hours for BSN students, and 4 credit hours for MSN and DNP students), and be a U.S. citizen or a certified permanent resident.

Additional information is available in the UT catalog, on the UT website, and directly from the UT Financial Aid Office.

Technology Requirements for Nursing Students

Students entering the nursing program are required to have a laptop to support their learning. The UT Department of Nursing technology requirement is an initiative to enrich the nursing education experience through the use of laptops for easy and quick access to information. This undertaking has evolved from technology changing the way content is delivered in classrooms, learning and demonstration of nursing skills, simulation, clinical setting, online examination administration (ATI), and e-books. This initiative also facilitates content generation, collaboration, and communication both online and onsite for both students and faculty.

Faculty may require you to bring and use your personal laptop for in class course related work, so you should be prepared to bring your laptop with you to class fully charged. UT supports a high-speed wireless network with coverage throughout all of the buildings and the UT campus has over 700 wireless hot spots. NOTE: iPads, Tablets (Android, Windows RT) and Chromebooks will not meet the minimum requirements and cannot be used for the activities and assessments required in this nursing program. The laptop requirements meeting the technology requirements of the Nursing Department are described below.

A personal laptop – either a PC or Mac with functioning high-speed Wi-Fi is required for this program. iPads, tablets, and Chromebooks are NOT compatible for the testing required for the nursing program. Only a laptop computer is compatible.

If you already own a laptop, ideally it should not be older than 3 years and have sufficient processing memory to run current versions of Microsoft Office, have a long and stable battery life, and high-speed wireless capability. While it is possible that a laptop older than 3 years will perform adequately during your entire program, machines this old are likely to experience hardware and software problems. Hard drive failures in particular become increasingly common. Laptop failure or poor performance could hinder your success as some classes and testing rely on an adequate processor and high-speed wireless technology. Students will be required to download Proctorio software and follow instructions for remote testing.

UT Technology Requirements: https://www.ut.edu/about-ut/university-services/information-technology-and-security/computer-recommendations