



As members of the University of Vermont community, the Department adheres to the guiding principles of **Our Common Ground**.

“The University of Vermont is an educationally purposeful community seeking to prepare students to live in a diverse and changing world. We who work, live, study, teach, do research, conduct business, or participate in the University of Vermont are members of this community. As members, we believe in the transforming power of education and agree to help create and foster an environment where we can discover and reach our true potential.

We aspire to be a community that values:

RESPECT. We respect each other. We listen to each other, encourage each other and care about each other. We are strengthened by our diverse perspectives.

INTEGRITY. We value fairness, straightforward conduct, adherence to the facts, and sincerity. We acknowledge when things have not turned out the way we had hoped. As stewards of the University of Vermont, we are honest and ethical in all responsibilities entrusted to us.

Handbook Overview

The Graduate Student handbook provides information and guidance to both students and faculty for facilitating the progression of students to degree completion.

The Handbook contains policies and procedures related to the graduate nursing program. Additional policies and procedures are described in The University of Vermont Graduate Catalogue, the Cat's Tale, and official publications directed to students in the Department of Nursing, all graduate programs and the Graduate College. Students are held accountable for policies and procedures described in these official publications.

Students will be advised if any changes occur in the graduate program. For general announcements and messages, students are responsible to check the UVM email account daily and regularly during academic breaks. Questions regarding policies and procedures should be directed to your academic advisor.

Graduate Student Handbook

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Department of Nursing

dishonesty (cheating and/or plagiarism) violates the Academic Honesty Policy and may result in an “F” on the work involved or in the course. Cheating not only violates the Academic Honesty Policy, but also may be

Email

All students have an UVM email account. This is the major mode of communication

Overview of the Curriculum for the Graduate Program

The Doctor of Nursing Practice (DNP) degree or the Master of Science (M.S.) degree for Clinical Nurse Leader (CNL students) is awarded upon successful completion of requirements through full or part-time study. The major components of the graduate curriculum are designated as core courses, track courses, elective courses, and a project. Track courses focus on either primary care delivery (AGNP/FNP) or patient care coordination (CNL). Elective courses in the post-graduate DNP program may be non-nursing or nursing graduate courses. Rarely, an independent study course may be approved. Prior to enrollment in independent study, students must obtain the approval from their academic advisor, faculty sponsor, and the faculty sponsor's department chair or designee.

Guidelines for development of an independent study are found here:

<http://catalogue.uvm.edu/undergraduate/academicinfo/independentstudy/>

The comprehensive examination is a University requirement. The oral examination provides the student the opportunity to demonstrate mastery of the core content of the program.

In addition, DNP-Primary Care and Executive Nurse Leader students will complete a DNP Project in which they develop and implement a project in a health care related setting.

MS- Clinical Nurse Leader students will complete a CNL Project in which they develop and implement a project in a health care related setting.

Many of the graduate nursing courses have both a theoretical and a laboratory or practicum component. Credit allocation for class, laboratory, and practicum components of course is defined as: One credit is equivalent to: 1 class hour/week; 2 laboratory hours/ week; 120 ~~practicum hours/~~practicum hours/semester. *Ratio applies*

Practicum Experiences

Nurse practitioner track courses (AGNP and FNP) have both a theoretical and practicum component. These practicum experiences may be located throughout the state of Vermont or in other select states as deemed appropriate by the program director. Vermont RN licensure (by exam or endorsement) is required **PRIOR** to the start of program clinical training (typically GRNS 408). If Vermont RN licensure has not been secured at least three weeks prior to the beginning of the semester, students will not be allowed to progress in the program and progression will be delayed. It is student's responsibility to renew the Vermont RN license as required by the VT Board of Nursing and upload your current license to Castlebranch prior to expiration. Students are expected to have rotations at rural sites throughout Vermont several times during the program. A car is needed to travel to rural, distant sites (e.g., 1.5-2 hours) across the state of Vermont.

Students should be aware that a number of factors (e.g., numbers of students, faculty and clinical agency and preceptor availability, etc.) influence the clinical practicum offerings and they are subject to change at any time prior to the start of the semester. While the Department of Nursing makes every attempt to guarantee your clinical placement, it is not guaranteed, and may change with little warning. Practicum experiences may occur during the evening hours or weekends. Inherent in practicum experiences is the risk of exposure to infectious diseases. Students should maintain at a minimum standard precaution in all settings to minimize the likelihood of occurrence. Satisfactory completion of practicum objectives is required prior to progression in the program. Students not officially registered in a course may **NOT** attend any clinical experiences until they are officially registered.

Practicum/clinical experiences are a required component of the Clinical Nurse Leader program. The practicum hours for the CNL program relates to the required CNL Project.

Although the University of Vermont allows for medical and religious exemption for COVID-19 vaccination, our clinical facility partners only grant medical exemptions for COVID-19 vaccination. As such, students with religious exemptions will not be able to participate in any clinical experiences with our partnering affiliates, which will delay student program progression.

Application of didactic course work to the clinical setting is essential for optimal learning. To ensure students achieve clinical competency and meet course outcomes, student shall maintain ongoing clinical hours that are equally distributed throughout the duration of the clinical experience.

Student Clinical Mandatories

As a CNHS graduate student, you are **required to complete the CNHS pre-clinical mandatories**. All mandatories are completed by the student **prior to the deadline of August 1 each academic year**. Immunization and serology lab work may several weeks to complete. A booster vaccine may be required and repeat lab work to assure immunity may be necessary. Allow ample time to complete this process and schedule health care provider appointments early to assure clinical requirements are complete prior to August 1st. Complete details on CNHS Mandatories are online at: http://www.uvm.edu/cnhs/clinical_mandatories

Students that are not current in training, licensing and certifications **are not**

The following guidelines apply to the UVM

Student Attire

2. Students are required to earn a satisfactory grade in clinical or project related courses. An unsatisfactory grade in a clinical course or project seminar or practicum is grounds for dismissal.

Grade rounding is completed for the final course grade. Final course grades will be rounded up from 0.50 and higher; rounded down from 0.49 and lower.

Department of Nursing Graduate Progression and Completion Policies

1. Student completing the DEPN/DCNL program must successfully pass the NCLEX exam upon completion of the pre-licensure year. Registered Nurse (RN) licensure shall be secured by January 1st. Failure to pass the NCLEX and secure RN licensure will result in program dismissal.
2. Student who fail to comply with requests for mandatory requirement and/or have not completed their mandatory requirements at least two weeks prior to the onset of the academic semester will be disenrolled from courses.
3. In order to graduate, all program requirements must be met within one academic semester of completion of final clinical practicum.

Incomplete Course Work

In case of illness or other situations where coursework cannot be completed on schedule, it is the

In the Department of Nursing, the following committees and organizations seek graduate student participation:

Committee/Organization	Purpose	Membership	Meetings
Graduate Education Committee	Functions as a working group to oversee and make recommendations to the Faculty Organization who are members of the Graduate Faculty in the Graduate College to refine, implement, and evaluate the graduate curriculum.	Five elected faculty members, student representation from the graduate program, and other invited persons with liaison responsibilities.	Monthly during the academic year.
Kappa Tau Chapter of Sigma Theta Tau International Nursing Honor Society	The purposes of Kappa Tau are to recognize superior achievement and development of leadership qualities, foster high professional standards, encourage creative work, and strengthen commitment to the ideals and purposes of the profession.	Graduate nursing students are required to have completed ¼ of the program of study. Students in graduate programs are required to achieve a 3.5 GPA on a four-point scale or its equivalent.	Kappa Tau activities occur throughout the semester and are open to all.

Scholarly and Professional Recognition

Honors Day

Honors Day is held each spring to recognize students for excellence in scholarship, leadership, clinical excellence and community service. Information on specific criteria and the nomination process for the following awards can be obtained from the College of Nursing and Health Sciences, Office of Student Services, Rowell 106.

Kappa Tau Chapter, 2.68 367.83U34(ud)-62(e)7(n)JTJETQq0.00000912 0 612 792 reW*ñBT/F1 12 Tf1 0 7(r)21(8)

Program Specific Policies

Graduate Student Handbook Attestation and Updated Contact Information

1. I have read the Department of Nursing Graduate Student Handbook in its entirety and understand its content.

2. I have updated my permanent home address, campus address, and personal mobile number in the myUVM system.

As a Graduate Nursing Student at UVM, I attest to the above statements. *Please email a signed copy from your UVM e-mail to gradnursing@med.uvm.edu before the Friday of the first week of class.* Failure to complete and email the attestation form may result in disenrollment of graduate coursework and clinical rotations.

Signature

Date

Student Name (type)