

**NEOSHO COUNTY COMMUNITY COLLEGE
MARY GRIMES SCHOOL OF NURSING**

Concerns, Grievances and Appeals Policy

Concerns

The student faculty representative is responsible for taking the nursing classes' program concerns to faculty meetings for discussion.

Individual, non-disciplinary, student concerns should be conveyed to the appropriate parties using the Procedure for Filing the Nursing Program Concerns and Grievance Form below.

Grievances

Any student adversely affected by a disciplinary decision made by a representative of the nursing program may file a Nursing Program Concerns and Grievance Form using the nursing chain of command.

Procedure for Filing the Nursing Program Concerns and Grievance Form

All nursing student grievances related to the nursing program should initially be presented in writing to the nursing instructor most directly involved in the situation, using the Nursing Program Concerns and Grievance Form the Nursing Concerns and Grievance Form is obtained from the Nursing Administrative Assistants on each campus. If the concern/grievance is not resolved upon initial discussion, the student may then follow the nursing chain of command to pursue resolution of the matter in the following order:

- Course Coordinator
- Site Coordinator/Assistant Director of Nursing
- Director of Nursing.

The Director of Nursing will review the concern/grievance with the nursing faculty, if deemed appropriate, and notify the student of the Director of Nursing's decision.

If the student is not satisfied with the decision of the Director of Nursing and if the grievance is related to disciplinary action of the nursing department, the student may then appeal this decision, using the Student Grievance Procedure located in the NCCC Student Handbook.

Appeals

In the instance where the student concern involves a dispute over the final grade in a course or an issue of academic honesty, the nursing student shall follow the NCCC Academic Appeals process located in the NCCC College Catalog.

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