



Policy Name: Student Success Initiative
Approving Authority: Academic Council

Policy # AA-020
Approval Date: 1/29/2025
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Next Review Date: 1/2030

Statement

The Student Success Initiative Policy of Yorkville University ("Yorkville" or the "University") provides guidance for identification, support, and evaluation of students at risk during theory and clinical placement. The Academic Council will review this policy every five (5) years.

Purpose

The purpose of this policy is to foster an inclusive, engaging, and supportive learning environment that promotes student well-being, retention, and achievement.

Roles and Responsibilities

It is the responsibility of faculty to ensure to recognize students at risk and report concerns to the Dean when issues arise related to students not meeting academic standards. Non-academic concerns should be referred to Student Services, as appropriate.

Policy

When a student is not progressing or is not demonstrating the expected level of knowledge, skills, or aptitude in any part of the program, faculty will:

- Complete a Student Success Initiative (SSI) Form (*see Addendum*) with the student.
- Provide formative feedback in regarding the issue.
 - State observations objectively.
 - Ask the student to develop a plan to achieve the expected learner outcomes using SMART goals (Specific, Measurable, Relevant and Time-bound) or ask the student to select SMART goal(s) from the suggested list in the learning plan to address the issue(s), or create their own).
- Refer the student to relevant academic or practice supports and resources.
- Follow up with the student and evaluate the effectiveness of the identified resolution.
- Keep a record of each meeting and all related documentation in the student's file, note the student's progress, and provide a summary to the student.
- If the issue persists, Forward the SSI form to the Dean, who will:
 - Meet with the student as soon as possible to determine next steps, such as withdrawal, course repeat or other appropriate action.

If the issue is non-academic, the student will be referred to Student Services for assessment and appropriate support or referral.

Related Policies and Documents

AA-011 Grading and Scholastic Requirement Policy

AA-020-F Student Success Initiative Form

Nursing Faculty Clinical Practice Guide