

NORTHWOOD TECHNICAL COLLEGE  
ASSOCIATE DEGREE NURSING  
STUDENT POLICIES

## STUDENT PROGRAM REENTRY REQUEST FORM

To begin the reentry process, the student must first contact the Associate Dean, Nursing/ADN Program Director, Lorraine Sacino Murphy, email: [lorraine.sacinomurphy@NorthwoodTech.edu](mailto:lorraine.sacinomurphy@NorthwoodTech.edu)

**Students can only reenter *once* to the ADN program after dismissal.**

**Campus**     Ashland     New Richmond     Rice Lake     Superior

Student Name: \_\_\_\_\_ Student ID# \_\_\_\_\_

Phone Numbers: \_\_\_\_\_ Student email address: \_\_\_\_\_

Course Name(s) & Number(s):  
\_\_\_\_\_

Reason for reentry request (Check all that apply):

Student or  Instructor-initiated withdrawal             Academic             Personal

**Required – Brief explanation for reentry request: (Attach sheets or use other side as needed)**

When approved, the Associate Dean, Nursing/ADN Program Director will notify you of any clinical requirements that need to be updated. These requirements may include items listed below.

- Signed Functional Abilities form
- Tb test
- CPR for Health Care Providers certification
- Physical exam
- Immunizations
- Background checks as indicated
- Required Textbooks

This form is to be completed and returned via email to the Associate Dean, Nursing/ADN Program Director within 10 business days of withdrawal or failure of the course.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### College Use Only

\_\_\_ Repeating an ADN course(s) from Northwood Tech or another WTCS college

\_\_\_ Has not taken a course in more than one semester

\_\_\_ Dismissed student

Date Form Received by the Associate Dean, Nursing/ADN Program Director: \_\_\_\_\_