



Policy #:	MLS-M-09
Effective date:	08/01/2023
Target group:	All students and faculty
Section:	Medical Laboratory Science program
Last revision date:	08/01/2024

Medical Laboratory Science Student Probation and Dismissal

Purpose

The purpose of this policy is to outline the expectations and processes by which a student may be placed on academic probation or dismissed from the program.

Policy

All students of the Medical Laboratory Science program are expected to comply with Indiana University, IU South Bend, Vera Z. Dwyer School College of Health Sciences, and Division of Medical Laboratory Science policies. Noncompliance with said policies and expectations may result in the student being placed on probation or dismissed from the program.

Academic Probation

A student may be placed on academic probation when a Course Level Success Plan or Program Level Success Plan are initiated for an area of improvement that directly relates to the student's ability to progress in the program. This includes areas for improvement that, if not successfully improved, will place the student out of progression with the curriculum. In accordance with policy MLS-A-04 *Opportunities for Success Documentation Policy*, students who are placed on a Course Level or Program Level Success Plan will be communicated with and assessed by the appropriate faculty or the Program Director. Upon final review of the Course Level or Program Level Success Plan, the faculty member (in collaboration with the Program Director) or the Program Director will determine if the student will be removed from academic probation or if additional steps must be taken. All decisions and correspondence will be documented and stored in the student's file.

Dismissal from the Program

Academic dismissal from the Medical Laboratory Science program is a function of the Division of Medical Laboratory Science faculty in consultation with the appropriate administrators and with regard to due process and legality. The dismissal of a student from the Medical Laboratory Science program will be initiated by the Program Director and reviewed by the School of Health Sciences Applied Health Sciences Council. Dismissal may be recommended for any of the following reasons (although not limited to them):

- Failure to comply with program, school, college, or university policies;
- Failure of any required course (i.e. grade below C, 2.0 GPA, or 73% course grade equivalent) which results in an out of progression status;
- Earning a semester grade point average below 2.0;
- Noncompliance with a Course Level or Program Level Success Plan which results in out of progression status;
- Personal or academic misconduct, as defined in the [IU Code of Student Rights, Responsibilities, and Conduct](#);
- Gross negligence of safety in student laboratory courses or clinical rotation experience, as identified by the faculty or clinical preceptor;
- Unprofessional behavior in a course, laboratory, or clinical locations.

Appeals

Students who wish to appeal a dismissal decision must submit the appeal request in writing to the Medical Laboratory Science Program Director within five business days of notification of the decision, in accordance with SAHS policy AS-05-C. If a recommendation cannot be made, the student may appeal to the Associate Dean of the School of Health Sciences.

Related Documents

- MLS-A-04 Opportunities for Success Documentation
- MLS-A-04.3 Course Level Success Plan
- MLS-A-04.4 Program Level Success Plan
- SAHS AS-05-C Student Appeals

Policy History

Date	Action
08/01/2023	Combined policies CLS-14 and CLS-15; updated; changed to new numbering system
08/01/2024	Updated division name, policy number, and titles due to campus reorganization