



**COLLEGE OF HEALTH PROFESSIONS
SCHOOL OF NURSING**

**MSN Student Handbook
2026-2027**

This handbook is developed for students in the College of Health Professions, School of Nursing, Master of Science in Nursing (MSN) program. This is inclusive of the MSN, Post-master's FNP, the Nursing Administration and Nursing Education programs. Students should familiarize themselves with the information provided in this handbook.

Students are also expected to read the Marshall University Graduate Catalog and the Marshall University MSN Student Handbook to familiarize themselves with university and School of Nursing policies.

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Greetings from the School of Nursing,

Welcome to the School of Nursing at Marshall University. We are the largest regional provider of nursing education located within a major university setting and have access to resources which provide students with unique and varied experiences. In the traditional Pre Licensure BSN program located on the Huntington campus and the BA/BS to BSN program is offered on the South Charleston campus. Additionally, we offer an online RN to BSN program for graduates of accredited diploma or Associate Degree Nursing programs. The MSN program has a Family Nurse Practitioner track and an option for a Post Masters FNP Certification track. We have a collaborative Psychiatric Mental Health Nurse Practitioner and Nurse Midwifery programs with Shenandoah University School of Nursing in Winchester, Virginia. In addition, we offer a Post Masters Doctor of Nursing Practice (PM DNP) degree.

We have a long history of excellence on the national RN licensure examination and the Family Nurse Practitioner Certification Exam. This is a direct result of the hard work on the part of our dedicated faculty who bring experience and passion into the educational process. In addition to traditional classroom methods of instruction, we also excel in the use of innovative technologies to enhance learning, including our dynamic online programs of study.

We exist in a challenging world for all health professions, especially the nursing profession. The need for nurses has never been greater and will only grow with the coming years. Many studies support the need for more nurses, especially those with bachelor's in nursing (BSN) degrees and advanced degrees. It is the responsibility placed upon faculty to assure tomorrow's nurses are prepared and ready to assume leadership roles and safeguard our most vulnerable populations: the ill. To this end, the faculty stand ready to support student achievement and education at the undergraduate and graduate level.

Dr. Ferguson, DNP, MSN, RN, CNE

Important University Links

Academic Calendar: to view academic calendar click on the link and select the appropriate semester. <http://www.marshall.edu/calendar/academic/>

Marshall University policies: Students should review the following University policies: Incomplete grade, Students with disabilities, Grade appeal, D/F forgiveness, Academic dishonesty, University excused absences, Core curriculum, and others as needed. See the Marshall University Undergraduate Catalog for the Marshall University policies:

<http://www.marshall.edu/catalog/undergraduate-catalogs/>

Blackboard: <https://www.marshall.edu/design-center/>

MyMU: Click on the link to go to MyMU <https://mymu.marshall.edu/s/>

School of Nursing Vision Statement

Marshall University School of Nursing (SON) endeavors to be nationally recognized for innovative programs in nursing education, scholarship, evidence-based practice, and interdisciplinary partnerships that improve the health and well-being of the individual, family, community, and global society.

School of Nursing Mission Statement

To provide quality, innovative education to improve the health and well-being of the individual, family, community and global society.

To accomplish this mission, the SON:

1. Maintains rigorous professional education standards through the high expectation of student learning and performance.
2. Encourages involvement of faculty in service to the individual, family, community, global society and the profession of nursing.
3. Supports the engagement of faculty and students in evidence-based practice, research, clinical practice, and other scholarly endeavors.
4. Cultivates a community that is inclusive, just, and equitable.

School of Nursing Strategic Plan

1. Improve the quality of nursing education.

Monitor health care trends, societal needs, and scientific advances and use this information as a basis for program planning.

Evaluate and revise, if needed, curricula and educational services to ensure graduates are prepared for a changing health care environment.

Design and utilize new instructional strategies to further enhance the efficacy of student learning.

Prepare students to collaborate within the interdisciplinary health care team.

Promote innovative education that will improve patient outcomes.

Develop and enhance critical thinking skills in nursing students.

Incorporate health promotion and disease prevention across the lifespan in the profession of nursing.

2. Strengthen the research and evidence-based practice of faculty and students.

Encourage faculty and students to seek competitive research/evidence-based practice funding.

Create an infrastructure conducive to research and evidence-based practice endeavors.

Promote interdisciplinary scholarly activities.

3. Enhance clinical and academic alliances, partnerships, and community outreach.

Promote awareness of nursing programs across the Marshall University campus, local community, regional area, nationally, and globally.

Strengthen current and develop new clinical site agreements for the clinical education of nursing students.

Collaborate with health care community leaders to identify opportunities for enhancement of the nursing program.

Provide opportunities for outreach education and health related events.

Expand the School of Nursing involvement in health care services for rural and underserved communities.

4. Attract and retain competent, diverse, and committed faculty, staff, and students. Create an environment in the School of Nursing that fosters openness to new ideas and varying viewpoints.

Incorporate recruitment and retention strategies within the School of Nursing to attract, enroll, and retain quality undergraduate and graduate students.

Continue to develop and maintain strategies to attract students from rural communities and underrepresented groups.

5. Develop and promote the School of Nursing as a leader in nursing education, training, clinical outreach, health promotion, and disease prevention.

Assume local, regional, national, and global visibility as leaders in nursing.

Serve as an advocate in state, national, and global policymaking as it impacts health education and practice.

Participate in interdisciplinary learning experiences to promote the excellence of nursing academic programs.

Promote wellness among faculty, staff, and students within the Marshall community.

6. Utilize information technology to improve education, evidence-based practice, research, and clinical practice.

Provide diverse information technology/learning platforms to accommodate differences in student learning styles.

Evaluate the information technology/learning platforms for faculty scholarly activities and clinical practice.

7. Explore and secure financial resources and facility opportunities.

Identify and obtain financial opportunities for the School of Nursing locally, regionally, nationally, and globally.

Collaborate with facilities within Marshall University and the local, regional, national, and global community to develop opportunities for the School of Nursing faculty and students.

Develop and revise a yearly funding and physical space plan that supports the School of Nursing mission and goals. Partner with the Marshall University Alumni Association and Marshall University Foundation to secure financial support.

8. Promote an inclusive, just, and equitable culture for faculty, staff, students, and alumni.

Develop and maintain the Alumni Association for the School of Nursing to enhance collegiality among graduates.

Participate in faculty and staff workload revision and evaluation that allows for consistent and equitable assessment of performance.

Provide equal opportunities, fair treatment, and a supportive culture for students within all learning environments according to the policies outlined in the School of Nursing Handbook.

Revised and approved 1/24/2023; Reviewed 6/20/26

School of Nursing Statement of Philosophy

Person/Environment

The person is a holistic being, an individual who is complex, dynamic, and cannot be reduced to the sum of his/her parts. Each person has values, attributes, and behaviors that are influenced by environment, culture, social norms, experiences, physical characteristics, moral and ethical constructs, and religious beliefs and practices. The person is viewed as a system interacting with the environment and developing relationships with others. The person is capable of growth and development, self-direction, change and goal directed behavior. Each person is diverse and unique in nature and should be recognized as such. Diversity may occur in, but is not limited to, race, gender, ethnicity, sexual orientation, age, socioeconomic status, religious beliefs, political beliefs, and physical abilities. Each person deserves respect and dignity.

Health

Health is a dynamic process which has variations along a wellness/illness continuum throughout the lifespan. Wellness is the highest functional potential for holistic well-being. Illness incorporates any alteration in health which produces dysfunction or a potential alteration in the individual. Perceptions of health are determined by society and by the person. Health is influenced by heredity, environment, and lifestyle. Individuals ultimately have the right and responsibility to make decisions and set goals concerning their health.

Nursing

“Nursing is the protection, promotion, and optimization of health and abilities, prevention of illness and injury, alleviation of suffering through the diagnosis and treatment of human response, and advocacy in the care of individuals, families, communities, and populations.” (ANA, 2015) Nursing involves integration of many values including caring, diversity, integrity, holism, patient-centeredness, and excellence. Caring is the essence of nursing and can be described as the act and expression of compassion and concern towards others to promote a sense of health and well-being. Diversity is integrated into nursing through recognition and acceptance of unique and individual differences and the beliefs, values, gender, race, and ethnicities among individuals and communities. Nursing practice demonstrates integrity through adherence to moral and ethical principles, respecting the dignity of others and providing honest and trustworthy care. Nursing is patient-centered where the patient is the focus of care and is actively involved in the process of change to enhance health. The value of holism is integrated by viewing the individual as a dynamic being and every aspect of the human condition is considered during the nursing process. Nursing is a dynamic profession continuously striving for excellence. The practice of professional nursing incorporates a spirit of inquiry and judgment

utilizing knowledge and science to help patients achieve their highest level of wellness. Nursing practice is performed autonomously and collaboratively.

Education

Education is an interactive, life-long process, which includes formal education and life experiences contributing to self-fulfillment. Learning is fostered in the cognitive, affective, and psychomotor domains. The educational process occurs in an environment which is conducive to learning by encouraging self-direction and active student participation. Faculty members facilitate learning through the identification of content and experiences necessary for students to integrate knowledge and skills of contemporary nursing practice. Experiences are designed to address the health care needs of patients in a variety of settings.

Baccalaureate nursing education provides a general education with an introduction to multiple disciplines including fine arts, social sciences, natural sciences and humanities. Baccalaureate education in nursing is the basis for professional practice as a nurse generalist and should be accessible to traditional students and to those who have previous formal educational experiences. It also provides students with the education needed to develop critical thinking skills. Consideration is given to the needs of diverse populations of the 21st century while providing culturally competent care in a safe, nurturing environment within a complex and changing health care system. This level of education is guided by a spirit of inquiry focused on improvement and delivery of nursing services through evidence-based practice. The professional practitioner is prepared to make critical decisions regarding health care based upon competencies and standards for patients across the lifespan, whether individuals, families, groups, or communities. An individual's responsibility for continued self-learning, professional growth, and the advancement of nursing as a profession is fostered and expected. Baccalaureate nursing education is the foundation for graduate study.

Graduate nursing education builds upon baccalaureate nursing education. The hallmark of graduate education is the scholarly exploration of theoretical and clinical concepts. It prepares graduates to practice an advanced level of professional nursing in clinical, administrative, or academic positions. Graduate nursing education provides the foundation for doctoral studies.

Approved by the SON Faculty 05/09/2011, Reviewed 10/2017, updated 10/18/2022, Reviewed 6/2026

The above philosophy was developed and revised incorporating a broad range of materials including, but not limited, to:

- American Association of Colleges of Nursing. (2021). *The essentials of baccalaureate education for professional nursing practice: Faculty tool kit*. Washington, D.C: AACN.
- American Association of Colleges of Nursing. (2021). *The essentials of master's education for professional nursing practice: Faculty tool kit*. Washington, D.C: AACN.
- American Nurses Association. (2015). *Nursing's social policy statement*.

- National League for Nursing. (2012). *Outcomes and competencies for graduates of practical/vocational, diploma, associate degree, baccalaureate, master's, practice doctorate, and research doctorate programs in nursing*. New York: National League for Nursing.

Accreditation

The baccalaureate, master's/post-master's, and clinical doctorate/DNP programs at Marshall University, located in Huntington and South Charleston, West Virginia, are accredited by the: Accreditation Commission for Education in Nursing (ACEN)

3390 Peachtree Road NE

Suite 1400

Atlanta, GA 30326

(404) 975-5004

<https://www.acenursing.org/>

The most recent accreditation decision made by the ACEN Board of Commissioners for the baccalaureate, master's/post-master's, and clinical doctorate/DNP programs is Continuing Accreditation.

View Public Information disclosure by the ACEN regarding this program at

<https://www.acenursing.org/search-programs>

MSN Area Of Emphasis

Curriculum

Course work in the Master of Science in Nursing Program incorporates online learning, laboratory, and clinical modes of instruction. All nursing students have experience with rural and/or underserved populations as part of the State initiatives for primary health care.

Upon successful completion of the MSN-FNP program, and depending on area of emphasis, graduates are eligible to take or the American Nurses' Credentialing Center (ANCC) Certification Examinations for Family Nurse Practitioners and/or the American Academy of Nurse Practitioners (AANP) Certification Examination for Adult and Family Nurse Practitioners. Nurse Midwifery graduates are eligible to take the American College of Nurse

Midwives certification exam. Graduates of the MSN-Nursing Administration program are eligible to take the ANCC Certification Examination for Nursing Administration or Nursing Administration, Advanced depending on their experience and stage of professional development. The MSN-Nursing Education graduates are eligible to take the NLN Certification Nurse Educator Exam depending on their experiences.

MSN End-of-Program Student Learning Outcomes

Upon completion of the Master of Science Degree in Nursing, students will be able to:

1. Identify clinical problems and develop practical solutions/guidelines utilizing current theory, research, and critical and creative thinking. (FNP:1.1i, 2.7i, 3.3g, 4.3j, 5.2k, 6.4j, 7.1i, 8.2l, 9.4k; NA: 1, 2, 3, 4, 6; NE:4, 5, 6, 7.)
2. Synthesize specialized knowledge in the individual areas of emphasis (Nursing Administration (NA), Nursing Education (NE), Family Nurse Practitioner (FNP), Nurse Midwife (NMW), or Psychiatric/Mental Health Nurse Practitioner (PMHNP). (FNP: 2.2, 2.3, 2.4, 2.5, 6.1, 9.4k; NA: 1, 2, 3, 4, 6, 7, 8; NE: 1, 2, 3, 4, 5.)
3. Perform activities of selected roles in alignment with clinical practice standards and a professional code of ethics. Activities include: synthesizing knowledge, proficient user of information and evidence, leading, integrating current evidence, engaging in quality improvement, performing teaching and coaching roles, and communicating effectively within the professional role. (FNP: 4.2, 6.1, 6.4j, 8.3, 9.4k, 10.2; NA: 1, 2, 3, 4, 6, 7, 8; NE: 1, 2, 3, 7, 8.) Identify clinical problems and develop practical solutions/guidelines utilizing current theory, research, and critical and creative thinking. (FNP:1.1i, 2.7i, 4.3j, 8.2l; NA: 1, 2, 3, 4, 6; NE:4, 5, 6, 7.)

(Nursing Revised 8/2025, Revised 5/2025, Reviewed 6/2026.)

Role Specific Competencies (RSC)

FNP-NONPF (2022)

- 1.1i Translate evidence from nursing science and other sciences into NP practice
- 2.2 Communicate effectively with others
- 2.3 Integrate advanced assessment in NP practice
- 2.4 Diagnose actual or potential health problems and needs
- 2.5 Manage care of individuals
- 2.7i Analyze data to evaluate interventions, inequities and gaps in care
- 3.3g Appraise ethical, legal, and social factors to guide population health policy development.
- 4.2 Integrate best evidence into NP practice
- 4.3j Translate knowledge from clinical practice to improve population health outcomes through diversity, equity, and inclusion
- 5.2k Build a culture of safety through quality improvement methods and evidence-based interventions
- 6.1 Communicate in a manner that facilitates a partnership approach to quality care delivery

- 6.4j Promote a climate of respect, dignity, inclusion, integrity, civility, and trust to foster collaboration within the healthcare team
- 7.1i Apply knowledge of organizational practices and complex systems to improve healthcare delivery
- 8.2l Use technology systems to generate, analyze, and interpret data on variables for the evaluation of healthcare
- 8.3 Uses information and communication technologies and informatics process to deliver safe care to diverse populations in a variety of settings
- 9.4k Analyze laws, policies, and regulations to describe scope of practice in future population
- 10.2m Conducts self in a professional manner

NA-ANA Standards of Practice for Nursing Leadership

1. Assesses the workplace environment, the community, and their outcomes, collects data, identifying gaps in performance to the strategic plan, engaging others in the healthcare team and community, recognizing their internal biases and values, and identifying barriers to optimization of processes and outcomes.
2. Utilizes assessment data to identify issues, problems, and trends that will impact clinical care, quality, safety, and experience of their patients, organizations, systems, communities and population.
3. Outcomes identification involves the nurse leader's ability to both identify and lead in the identification of optimal outcomes.
4. Develops a plan that defines, articulates, and establishes the evidence-based strategies and alternatives that will provide expected, measurable, and meaningful outcomes in concert with the interprofessional team
6. Evaluates the performance and progress toward the outcomes.
7. Leads within the professional practice setting, health care industry, community, and society.
8. Practices in a manner that advances global health, environmental safety, and health focused on the relationships between people and their environment, promoting human health and well-being, and fostering healthy and safe communities.

NE-NLN Novice Nurse Educator Competencies (2020)

1. Facilitate learning
2. Facilitate learner development and socialization
3. Use assessment and evaluation strategies
4. Participate in curriculum design and evaluation of program outcome
5. Function as a change agent and leader
6. Pursue continuous quality improvement in the nurse educator role
7. Engage in scholarship
8. Function in the educational environment

Reviewed: 6/2026. Revised: 05/2025. Revised: 08/2017. Revised: 2016. Revised: 04/2009. Revised: 01/2004. Revised: 01/2003. Revised: 01/25/99. Revised: 08/17/98. Revised: 03/24/97. Approved: SON 09/01/89.

School of Nursing Admission Policy

It is the policy of Marshall University to provide equal opportunities to all prospective and current members of the student body based on individual qualifications and merit without regard to race, color, sex, religion, age, handicap, national origin, or sexual orientation.

All students must be physically and emotionally able to meet the requirements of each nursing course, and, therefore, the requirements of the nursing program. Consistent with applicable statutes, the School of Nursing will make every effort to provide reasonable accommodations in its course delivery to ensure that students with disabilities receive equal treatment.

During the nursing education program, students may be exposed to potentially infectious situations. Students with or who develop compromised health status should discuss their health risks with their health care provider.

Reviewed: 6/2026, Reviewed: 07/2025, Reviewed: 05/ 2022, Reviewed:10/24/2017 Revised: 02/04
Revised: 02/03 Revised: 02/26/01 Approved: SON 01/26/93

MSN Program Admission

The School of Nursing offers an MSN with a Family Nurse Practitioner (FNP) area of emphasis for BSN nurses. We also offer Post- master's Certificate in the FNP program (PM-FNP).

We offer two areas of emphasis in cooperation with Shenandoah University: The Nurse Midwife (MW) Program and the Psychiatric Mental Health Nurse Practitioner Program (PMHNP). We do not offer Post-master's Certificates in MW or PMHNP.

Application Deadlines

Applications for the MSN: FNP, MW, and PMHNP programs are **February 15th for the fall semester and September 15th for the spring semester**. Completed applications submitted after the priority deadline will be considered on a case-by-case basis only if openings remain in these program tracks. Verified Credentials must be completed by **December 1st for the spring semester and August 1st for the fall semester**.

***Students applying for either of the Shenandoah collaborations must interview with Shenandoah faculty before being fully admitted to the program.**
Applications for the MSN-Nursing Administration and Nursing Education programs have been suspended for the fall 2026 semester.

Admission Requirements for the MSN Program

The nursing graduate program is open to a limited number of qualified applicants. Admission is determined on a competitive basis. All applications are holistically reviewed based on the completed application package.

Applicants must have the following:

1. Baccalaureate of Science in Nursing degree from an accredited school of nursing (ACEN or CCNE).
2. OR a master's degree in nursing (MSN, MS) for admission into the PM-FNP
3. Undergraduate basic statistic course (3 credit hours) with a grade of "C" or better.
4. Undergraduate nursing research course (3 credit hours) with a grade of "C" or better.
6. Scholastic achievement as evidenced by an overall undergraduate/graduate Grade Point Average (GPA) of 3.0 or higher for the FNP, MW, and PMHNP programs,
8. Midwifery and psychiatric mental health (PMHNP) applicants interview with Shenandoah University faculty and be accepted into their program prior to being fully accepted to Marshall University.

MSN Admission Process

Applicants to the FNP, PM-FNP, MW, and PMHNP must complete the application process on Nursing CAS <https://nursingcas2026.cas.myliaison.com/applicant-ux/#/login> Once all documentation is uploaded and approved through Nursing CAS, applicants must complete an application to Marshall University Graduate School <https://www.marshall.edu/admissions/apply/>.

*Admission to the NE and NA tracks was suspended fall 2026.

Out-of-State-Applicants

Marshall University's School of Nursing is an online program which allows students to complete their education online with face-to-face clinical rotations and one required trip to the main Huntington, WV campus. Before an out-of-state student can be accepted into our programs, Marshall University School of Nursing must ensure we have state authorization in place with the state in which the student resides. Please contact the School of Nursing if you have any questions.

Verified Credentials

Successful applicants are not fully admitted to the MSN program until they complete Verified Credentials. Instructions for Verified will be provided during orientation to the MSN program.

1. Students must submit a satisfactory health record.
2. Students must sign and submit documentation verifying they meet the Technical Standards of our program. Applicants to the program must be able to meet the cognitive, affective, and psychomotor requirements of the curriculum. The MUSON has identified technical standards critical to the success of students in the nursing program. These standards are designed not to be exclusionary, but to establish performance expectations that will enable students to provide safe patient care. **Students are responsible for notifying the school of nursing if any changes occur that prevent them from meeting the Technical Standards.**

Reviewed: 07/2025, Reviewed: 05/2022, Approved with revisions 02/2017

Marshall University School of Nursing Technical Standards

One of the purposes of the Marshall University School of Nursing (MUSON) is to provide graduates with a broad and basic preparation for professional nursing practice. Applicants to the program must be able to meet the cognitive, affective, and psychomotor requirements of the curriculum. The MUSON has identified technical standards critical to the success of students in the nursing program. These standards are designed not to be exclusionary, but to establish performance expectations that will enable students to provide safe patient care. The examples listed are for illustrative purposes only and not intended to be a complete list of all tasks in a nursing program.

Reasonable accommodations to meet standards may be available for otherwise qualified individuals with disabilities. Contact the Marshall University Disability Services Office for more information if you think you may need accommodation. (Prichard Hall 117, Phone Number 304-696-2271 or [Office of Accessibility and Accommodations](#))

Capacity	Standard	Examples
Hearing	Students must have auditory ability sufficient to hear a normal conversation and make fine discriminations in sound.	Detect audible alarms, Detect cries for help, Detect sounds related to bodily functions using a stethoscope e.g. S/P, heart, lung and bowel sounds
Vision	Students must have visual ability sufficient for observation, assessment and performance of safe nursing care.	Observe client responses, Discriminate color changes, Accurately read measurements on equipment, Read medication labels
Tactile Ability	Students must have tactile ability sufficient for physical assessment, inclusive of size, shape, temperature, and texture.	Perform functions of physical assessment and those related to therapeutic interventions, Perform palpations e.g. pulse, Perform functions of physical examination

Physical Endurance	Students must possess physical endurance sufficient to complete assigned periods of clinical care.	Sustain repetitive movements (e.g. CPR), Maintain physical tolerance (e.g. work entire shift), Tolerate long periods of standing and sitting
Strength and Mobility	Students must possess strength and ambulatory capability sufficient to maintain a center of gravity when met with opposing force as in lifting, supporting and/or transferring a client.	Safely transfer clients in and out of bed, lift or move clients or objects, Pull or push objects (this includes occasionally lifting 50 pounds and frequently lifting or carrying objects weighing 25 pounds).
Fine Motor Skills	Students must possess fine motor skills sufficient to perform psychomotor skills integral to client care.	Safely manipulate small equipment, such as syringes, vials, ampules and medication packages; Accurately chart on graphics and other flow sheets
Communication	Students must have the ability to use multiple communication techniques {verbal, written, nonverbal, and information technology) that enable them to communicate effectively with clients, teachers and all members of the health care team. They must be able to speak, read and write in English.	Give oral reports, Read graphs, Negotiate interpersonal conflict, Read and understand English printed documents, Obtain and document client information
Intellectual and cognitive Abilities:	Students must have the ability to perceive events realistically, to think clearly and rationally, and to function appropriately in routine and stressful situations. Students must be able to measure, calculate, reason, analyze and synthesize data in a timely manner. Problem solving, a critical skill demanded of health care practitioners, requires all these intellectual abilities. Additionally, students must be able to comprehend three-dimensional relationships	Respond appropriately in emergency situations with sustained attention, Process information accurately, thoroughly and quickly to prioritize task, Perform math computations for medication dosage calculation

	and understand the spatial relationships of structures.	
Emotional Stability	Students must possess the emotional health required for full use of their intellectual abilities, demonstration of good judgment, prompt and safe completion of all responsibilities, and development of mature and effective relationships with patients. They must be able to work cooperatively with others, adapt to rapidly changing environments, think clearly and tolerate physically and mentally taxing workloads under stressful situations. Additionally they must demonstrate moral reasoning and ethical behaviors.	Deal with the unexpected (e.g., changing client status), Handle strong emotions of clients in a safe and appropriate manner, Be flexible with changing environments and schedules, Provide clients with emotional support, Demonstrate compassion, integrity, honesty, concern for others; Establish therapeutic boundaries,

3. Students must submit proof of required immunizations/immunity

a **Measles, Mumps and Rubella:** Need proof of MMR vaccine X 2 doses at least 4 weeks apart or titer showing immunity.

- If you were born before January 1, 1957, you can select the waiver option and supply proof documents including your name and date of birth. Clinical sites are under no obligation to accept the waiver. See the note on the following page about the waiver option.
- If you were born after January 1, 1957, you are required to provide proof of immunity to measles and rubella (WV BOG Policy AA-4). Documentation of immunity must be current and on file with the School of Nursing. Documentation of immunity must be current and on file with the School of Nursing. the MSN

b. **Tetanus, Diphtheria, Pertussis, Varicella:** All MSN students must provide proof of Tdap vaccinations and Td booster within the past 10 years, and every 10 years thereafter.

- c. **Varicella (chicken pox):** Need to provide proof of immunity by one of the following:
- 1 Documentation of two doses of varicella vaccine 4-weeks apart
 - 2 Titer showing immunity.
 - 3 Documented diagnosis of chickenpox or verification of history of chickenpox by your health care provider.
- d. **Hepatitis B Vaccine:** a series of 3 shots is required, or a titer showing immunity, or student must sign waiver. If the series is not completed at the time this information is submitted, it is the student's responsibility to see that this information is submitted as soon as possible, and the student must sign a Hepatitis B waiver in the meantime.
- e. **Influenza vaccine:** Clinical sites may require students to have the influenza vaccine, usually between October through March. Students will be notified of these requirements as necessary. Clinical agencies may deny students admission to the facility without documentation to influenza vaccination.
- f. **AIDS/Hepatitis B:** Acquired Immunodeficiency Syndrome (AIDS) is a blood-borne disease that affects the immune system. There is no immunization for AIDS, but the chance of transmission can be greatly reduced by education, careful practice, and utilization of universal precautions. The other known bloodborne disease with serious implication for health care workers is Hepatitis B Virus (HBV). Although HBV is more infectious than the Human Immunodeficiency Virus (HIV), HBV is preventable by immunization.

Recognizing individual rights, voluntary testing, and confidentiality of test results and health records, the Marshall University School of Nursing policy regarding HIV\HBV is as follows:

- a. Students at risk are required to present documentation of a completed series of HBV immunizations prior to any clinical experience, or a signed consent form indicating knowledge of the risk and waiving immunization. Students are encouraged to complete the HBV immunizations.
- b. Students and supervising faculty members who have the potential for exposure to blood or other potentially infectious materials must comply with affiliated agency guidelines for preventive and post-exposure requirements.
- c. If an accidental exposure occurs, the individual should follow Center for Disease Control guidelines for occupational exposure.

Clinical sites may require other immunizations or tests prior to allowing students to participate in activities in their facilities. It is the student's responsibility to pay for all required immunizations or lab tests that are required.

Students that have a medical exemption must select the waiver option and supply documentation signed by a healthcare provider detailing the exemption. The support document must include the healthcare provider's signature, date, address and phone number.

NOTE: Clinical sites are under no obligation to accept a waiver of immunization and may refuse placement to students submitting an immunization waiver for any reason. If a student elects to waive the immunization or testing requirement, they may be disqualified from some or all clinical sites and be potentially unable to complete the program.

It is always the student's responsibility to maintain documentation of all required immunizations. Students without current documentation of immunizations as specified here will be administratively withdrawn from nursing courses.

PLEASE NOTE: If the student attends clinical or engages in activities involving agencies other than the SON without documentation of required immunizations on file with the SON (through Verified Credentials) before faculty become aware of the lapse, all clinical or activities engaged in during this time will be given an unsatisfactory grade.

Reviewed: 07/2025, Reviewed: 05/2022, Revised: 09/12/2017, Revised and Approved by Nursing Faculty Organization 8/2017.

4. Students are required to have an annual PPD screening test for Tuberculosis (2-step is not required) and uploaded to Verified Credentials. **Annual TB Test:** ALL MSN students are not required to complete the 2-step TB test unless specifically required by the facility where they are completing clinical and/or project-based experiences. Annual completion of TB testing is required for admission to our program and every year thereafter for MSN students.

It is always the student's responsibility to maintain documentation of current TB tests. Students without current documentation of TB tests as specified will be administratively withdrawn from nursing courses. If the student attends clinical or engages in activities involving agencies other than the School of Nursing without a current TB test on file with the School of Nursing before faculty become aware of the lapse, all clinical or activities engaged in during this time will be given an unsatisfactory grade.

If the student has been previously diagnosed with TB and/or routinely tests positive to the TB skin test or tests positive while in the program, the student must provide documentation of a clear chest X-ray and be evaluated by their Primary Care Provider of Health Department for signs/symptoms of TB (form available on the School of Nursing website. Annual evaluations by the Health Care Provider are required thereafter.

Alternately, students may use annual blood assay testing. Currently there are 2 blood assay tests for TB: the QuantiFERON- RB Gold In-Tube Test or T-Spot TB Test. Either may be

used. In the case of a positive blood assay, the student must provide documentation of clear chest X-ray and be evaluated annually by their Primary Care provider (PCP) or Health Dept. for signs/symptoms of TB (form available on the SON website).

Students who have received the BCG Immunizations or who have an allergy to any component of the TB Skin Test, are to utilize one of the blood assays for *M. Tuberculosis* and provide results annually. In the case of positive blood assays, the student must provide documentation of a clear chest X-ray and be evaluated annually by their PCP or Health Dept. for signs/symptoms of TB. (form available on the SON website).

5. Students in the MSN program must **obtain and maintain a current CPR card** (Adult, Infant, & Child CPR, choking victim, and Automated External Defibrillator (AED) upon admission to the MSN program, and while they remain in the program. Students must submit proof of having satisfactorily completed an approved CPR course from the list provided below including didactic and skills performance check-off. Students must maintain a current CPR on file while they are in the MSN program. **Failure to have a current CPR card on file at all times may result in the student being administratively withdrawn from nursing courses.**

It is the student's responsibility to always have a current CPR card on file. The student is not allowed to attend clinical without current CPR documentation on file, which will result in an unsatisfactory (U) for any clinical missed. **It is not acceptable to turn the CPR card into the Preceptor/Instructor on the day of clinical.**

The following are approved CPR courses for the School of Nursing. Courses must include **both a didactic and skills check-off component.**

- The American Heart Association's Basic Life Support Course
<https://cpr.heart.org/en/cpr-courses-and-kits/healthcare-professional/basic-lifesupport-bls-training>
- The American Red Cross Basic Life Support <https://www.redcross.org/take-a-class/bls-training/bls-for-healthcare-providers>
- The American Safety and Health Institute Basic Life Support (BLS)
<https://emergencycare.hsi.com/basic-life-support-training-course>
- The American Safety and Health Institute MEDIC First Aid Basic Plus
<https://emergencycare.hsi.com/cpr-training-for-workplace>
- The International Health and Safety Association BLS Healthcare Provider CPR
<http://iohsa.org/includes/course.php?c=1>

Reviewed: 7/2025, Revised: 04/ 2022, Revised: 9/2019, Revised and Approved by Nursing Faculty Organization 8/2017.

6. Students are required to pass and submit a background check and drug screen. See SON Drug and Alcohol Testing policy below.

SON Drug and Alcohol Testing Guidelines/Procedures

I. Standards of Conduct for Drug Free Environment Policy

- A. School of Nursing students are prohibited while on the premises of Marshall University or any clinical agency from participating in the unlawful manufacture, use, distribution, dispensing, consumption, ingestion or possession of drugs, alcohol or other controlled substances, including, without limitation, any substance which affects behavior.
- B. School of Nursing students are prohibited from reporting to a clinical experience, class, or other school sponsored function under the influence of any controlled substance, including, without limitation, alcohol or drugs, which have the potential of impairing the student's ability to function in an appropriate and safe manner. A student who is prescribed by his/her physician, or ingests any drug (including over the counter medication) which has the potential of modifying the student's behavior and/or mental/physical acuity, must report to the clinical faculty member that:
 - i He/she is taking that drug.
 - ii The doctor (if any) who prescribed the drug.
 - iii The condition for which the drug is being taken.
 - iv The dosage.
 - v Duration that student will be taking the drug.

The faculty member shall maintain the confidentiality of such information in accordance with State or Federal laws and regulations and shall rely upon such information for the protection of the student, other students, patients and other third parties, (Marshall University adheres to policies prohibiting unlawful discrimination against individuals with a disability. Nothing in this Drug and Alcohol policy is intended to abrogate its policies against unlawful discrimination.)

- C. School of Nursing students, while in the clinical setting, may be subject to policies of the clinical agency, including, but not limited to random drug and alcohol screening.
- D. School of Nursing students must report to the Chair of the School of Nursing or his/her advisor, any students of the School of Nursing, reasonably suspected of being "under the influence" or "impaired." Such reporting obligation includes an obligation to self-report any impairment that a student believes may be the result of his/her own use of any medication or other controlled substance. The terms "under the influence" or "impaired" shall mean that the individual displays behavior or conduct which suggests that his/her ability to function mentally or physically in a safe and/or appropriate fashion is compromised or affected by drugs, alcohol, or the combination use of any controlled substances.
- E. Any student of School of Nursing who is arrested for driving under the influence of alcohol or violating and statute pertaining to the manufacture, possession, sale or use of any drug shall notify the Chair of the School of Nursing, or his/her advisor, of such arrest within five (5) days after such arrest. Thereafter, the student must notify the Chair whether such arrest has resulted in a conviction of acquittal, including whether the student

entered a plea of guilty or nolo contendere (no contest), as well as whether the student entered into any agreement with the prosecution to reduce charges or defer prosecution.

- F. Any drug screening results which are positive for the presence of alcohol or other controlled substances may be reported to appropriate health care licensing boards or authorities in accordance with local, state, or federal laws or regulations.

II. General

- A. Any student who violates any policy of the School of Nursing is subject to disciplinary action up to and including expulsion. Similarly, any conduct by a student which has the potential of adversely impacting the School of Nursing may be subject to review and disciplinary action.
- B. The Chair or the student's advisor will document any reported suspicion that a student is impaired or under the influence, any efforts to confront the student and request a drug test, as well as any post-testing communication.

III. Applicability

- A. School of Nursing requires drug testing as follows:

- 1. Reasonable Suspicion:** Any student who demonstrates unusual, unexplained behavior in the class, Clinical environment or anywhere on hospital or University premises. Observable signs might include, but not be limited to:
 - Slurred speech
 - Odor of alcohol on breath or person
 - Unsteady gait
 - Disorientated or confused behavior
 - Significant changes
 - Hallucinations
 - Unexplained accident or injury
 - Other clinical observations consistent with impairment
 - Sloppy, inappropriate clothing and/or appearance
 - Physically assaultive, unduly talkative, exaggerated self-importance, making incoherent or irrelevant statements.
 - Excessive sick leave, excessive lateness when reporting for class or clinical experience or returning from lunch or break, frequent unscheduled short-term absences.
 - Work takes more time to produce, misses deadlines, careless mistakes.
 - Unable to concentrate or distracted easily.
 - Inconsistent behavior or mood swings

2. **Random Drug Testing:** Any student in a “safety sensitive” position who is undergoing treatment and/or in a rehabilitation monitoring program. “Safety sensitive” includes those positions where students’ responsibility involves public safety or the safety of others and is determined on a case-by-case basis. Notification of selection for random drug testing will be initiated by the Chair or authorized designee who will refer the collection to the Clinic Specialist or authorized designee. Reviewed: 07/2025, Reviewed: 05/2022, Reviewed: 09/2017, Approved by SON faculty 4/28/15.

3. **Counseling and Other Assistance.**

Help is available on the Marshall University campus at the Student Health Education Program, 145 Prichard Hall (304-696-4800). An Alcoholic Anonymous group meets on campus and is open to all interested parties. Community resources are also available and can be accessed by calling information and Referral Services (304-528-5660). Reviewed: 07/2025, Reviewed: 05/2022, Reviewed 10/24/2017.

Transfer of Graduate Credit

A student may be granted the privilege of transferring credit earned in graduate course work completed at another regionally accredited graduate institution, to Marshall University provided that the courses are appropriate to the student’s program and the grades earned are B or better or equivalent and acceptable to advisor and Graduate Dean. Students must submit the syllabi of the course they wish to transfer to the director of the MSN: Dr. Bobbie Taylor at taylor394@marshall.edu. A GAP analysis is completed to ensure the previous courses meet the expectations of our current courses. On the master’s level, transfer credits may not exceed 12 hours, or 6 hours for Post Master’s students. Graduate credits transferred from other institutions will not become a part of the Grade Point Average recorded on the student’s Marshall University transcript and will simply meet credit hour requirements toward graduation. All transfer credits must have been earned within a seven-year time limit counted from the date of enrollment in the first graduate course to be applied toward meeting degree requirements of the student’s program. **Students must contact their advisor to have these hours transferred. The following form must be started by the student’s advisor.** [Application For Approval Of Transfer Credit | Dynamic Forms](#)

SON Policy on Academic Dishonesty

Marshall University College of Health Professions, School of Nursing will not tolerate academic dishonesty of any kind. Academic dishonesty is defined as:

I. CHEATING

- A. Unauthorized use of any materials, notes, sources of information, study aids, commercial textbook test banks or tools during an academic exercise. No cell phones, personal calculators, palm computers or “smart” devices (watches, etc.) or hats allowed during exams. Calculators will be provided, if necessary.

- B. Unauthorized assistance of a person, other than the course instructor during an academic exercise.
- C. Unauthorized viewing of another person's work during an academic exercise.
- D. Unauthorized securing of all or any part of assignments or examinations (including commercial textbook test banks) in advance of the submission by the instructor.

II. FABRICATION / FALSIFICATION: The unauthorized invention or alteration of any information, citation, data or means of verification in an academic exercise, official correspondence of a university record.

II. PLAGIARISM: Submitting as one's own work or creation any material or an idea wholly or in part created by another. This includes, but is not limited to:

- A. Oral, written and graphical material
- B. Both published and unpublished work
- C. Any material(s) downloaded from the Internet It is the student's responsibility to clearly distinguish their own work from that created by others. This includes proper use of quotation marks, paraphrase and the citation of the original source. Students are responsible for both intentional and unintentional acts of plagiarism.

IV. BRIBES / FAVORS / THREATS Attempts to unfairly influence a course grade or the satisfaction of degree requirements through any of these actions is prohibited.

V. COMPLICITY Helping or attempting to help someone commit an act of academic dishonesty.

VI. SANCTIONS: The instructor will impose one or more of the following:

- 1. A lower or failing project / paper / test grade.
- 2. A lower final grade.
- 3. Failure of the course
- 4. Exclusion from further participation in the class (including laboratories or clinical experiences).

Please refer to the University Student Handbook, Code of Conduct for the process of charges made and the process for subsequent sanctions imposed, and the process of appeal.

Approved BSN Faculty: 05/13/2003, Reviewed: 11/01/2022. Reviewed 6/2026.

Approved Nursing Faculty: 08/21/2003, Revised: 08/17/2016, Reviewed: 11/01/ 2022

Reviewed: 7/2025, Reviewed: 11/01/2022, Reviewed 10/24/2017, Revised 08/17/16 Approved BSN Faculty 08/21/03, Approved Nursing Faculty 05/13/03 this is from MSN handbook

SON Original Work Policy

All formal work to be submitted is to be original work completed by the student for the class at the time the class is being taken. This cannot be a work that has been previously submitted

in another class in whole or part unless prior approval has been obtained from the primary faculty of the class. This policy applies to current classes as well as classes students are repeating.

Reviewed: 07/2025, Reviewed: 11/01/2022, Reviewed: 10/24/2017, Approved SON 4/24/2012.

SON AI Policy

Option 2: Moderate Use – Generative AI is permitted/encouraged in some ways, with proper attribution, but prohibited in other ways.

Students are allowed, and even encouraged, to use Generative AI in some ways but are prohibited from using it in other ways. Keep in mind that any content produced by generative AI can “hallucinate” (produce false information), so students are responsible for ensuring the accuracy of any AI-generated content. For information on citing AI, please see [MU Library’s citation website](https://libguides.marshall.edu/plagiarism-AI/cite) (URL: <https://libguides.marshall.edu/plagiarism-AI/cite>). Students should not use generative AI in any way that would violate the [Student Code of Conduct](https://www.marshall.edu/student-conduct/) (URL: <https://www.marshall.edu/student-conduct/>).

Students are **permitted and encouraged** to use generative AI in the following ways:

- **Brainstorming:** You may use generative AI to stimulate creativity, generate ideas, or brainstorm topics for papers, presentations, and discussions. The generated content must serve as a stepping stone, not a final product.
- **Citation Assistance:** AI tools can be used to manage, format, and organize citations and references, promoting adherence to academic writing standards and specific style guides required for individual assignments.
- **Grammar and Style Checking:** AI-powered writing enhancement tools may be used to help with spelling, grammar, syntax, and stylistic errors.
- **Concept Understanding:** Generative AI can be used to explain or simulate concepts taught in class, aiding in a deeper understanding.
- **Research Assistance:** AI can be used to conduct initial research, compile data, and summarize articles, books, or papers. It should not replace traditional research methods but rather enhance them.

You **may not** use generative AI in coursework in the following ways:

- **Plagiarism:** Using AI-generated content as your original work without attribution. This includes essays, papers, presentations, and exam answers.
- **Data Manipulation:** Using AI tools to alter data or create misleading information.

- **Misrepresentation of Skills:** Using generative AI to complete tasks that are meant to assess your knowledge and skills.
- **Confidentiality Breach:** Using AI tools that might violate university policies or laws related to data privacy and confidentiality.

See individual assignment instructions for more details.

Metacognitive Reflection. In addition to a proper citation, the student should include the following statement with any assignment where generative AI is used for assistance.

“I used generative AI platform [INSERT NAME OF PLATFORM, SUCH AS CHAT GPT] for assistance in the following ways on this assignment: [INSERT WAYS USED, such as brainstorming, citation assistance, grammar and style checking, concept understanding, and research assistance, etc.]”

Reviewed 6/2026, Reviewed 7/2025, Revised: 04/23/24, Accepted: 05/2023

SON Anti-Plagiarism Software Policy

All PAPERS that require the use of MU SON approved anti-plagiarism software program are expected to be turned in to the software program early enough for students to obtain the similarity index and adjust the paper for any matching issues. It may take up to 24 hours to receive a report back from the anti-plagiarism software program. A final paper submitted that does not meet the anti-plagiarism software requirements of the class will be reduced according to the grading guidelines for that particular assignment. Assignments that have a high degree of matching may receive a zero grade. Make sure to check the individual course assignment description for the accepted percentage matching allowed for that course assignment. The accepted percentage matching may vary between assignments and courses.

Approved by SON 5/12/14, Reviewed 10/ 2017, Reviewed 11/1/2022.

Grades

MSN Grading Policy

In each course in the curriculum, the student's performance is evaluated by a variety of assessment tools as indicated in each course syllabus. The final grade is submitted to the Office of the Registrar, according to the published schedule for grade submission. The single final grade to be assigned to a student on completion of the course work will be determined by considering all important attributes of that student's performance in the course. Faculty are responsible for grading course assignments in each course and determining the final grade to be assigned according to the Graduate Catalog grading system, (A, B, C, D, F, W, I and Pass/Fail).

According to *the Marshall University Graduate Student, Grade Information and Regulations*:
Grades of A and B indicate Satisfactory graduate work. A grade of “C”, “D”, or “F” is not considered satisfactory graduate work.

Letter grades are assigned strictly on the basis of the following distribution:

A: 100%-93%, B: 92%-85%, C: 84%-76%, D: 75%-69%, & F: 68%-0.

Additional MSN Grade Policies

1. A student is permitted to repeat only one nursing course in the process of completing the MSN program.
2. All grades of *C* or less are counted in computing averages, but no more than **six credit hours** of *C* and no grades below *C* may be applied toward a graduate degree or post-master's certificate. (From Graduate Catalog.)
3. A student who earns **nine credit hours** of *C* in nursing courses will be dismissed from the program.
4. If a student earns a D or F in any course, he or she will be dismissed from the program.
5. Any student dismissed from the program may not reapply to the area of emphasis in which he or she was enrolled.
6. Students who do not follow the university procedure for withdrawal from a course will earn a grade of F for the course.
7. All students must have a 3.00 GPA in their major to graduate and receive the MSN or post master's certificate.
8. If the course has a clinical component:
 - a. MSN clinical students are expected to adhere to the schedule of attendance at all clinicals developed by the student and approved by the MU faculty instructor. If the student needs to reschedule a clinical day, the preceptor, and MU faculty instructor must be notified ASAP in advance of the Clinical. A “U” (unsatisfactory) will be given and the course grade will be dropped one letter grade if the student has not notified the MU faculty instructor of a change in their clinical schedule. The student should not be absent (without communicating with the MU faculty of the change) on a scheduled clinical day when the instructor may make a site visit. A second occurrence will result in a second “U” and failure of the course.
 - b. Final Grade for Course
 - i. If the student obtains a satisfactory in clinical then the course grade will be derived from the theory grade
 - ii. If the student is given a clinical grade of unsatisfactory, then the course grade will be ‘F’ regardless of the theory grade.

Progression Policy

1. A student must have an approved Plan of Study (POS) developed with his or her advisor prior to registering for any MSN class. Any deviation from the student's POS must be

- approved by his or her advisor. Failure to comply with this policy can result in an administrative withdrawal from a course.
2. The School of Nursing reserves the right to administratively withdraw any nursing student whose health, academic record, clinical performance, or behavior is judged unsatisfactory.
 3. A student is permitted to repeat only one nursing course in the process of completing the MSN program.
 4. Any student dismissed from the program may not reapply to the area of emphasis in which he or she was enrolled.
 5. Students in the graduate program who fail to enroll for a semester without an approved leave of absence (LOA) are considered withdrawn from the program and are not eligible for future enrollment.
 6. Students who do not follow the university procedure for withdrawal from a course will earn a grade of F for the course.
 7. **Students who are not enrolled for two consecutive semesters will be dropped by the University.**

Academic Appeal/Grievance Process

The School of Nursing adheres to the appeal/grievance process as outlined in the Graduate Catalog. <https://www.marshall.edu/policies/files/2026/06/UPAA-33-Academic-Appeal-Policy.pdf>

Incomplete Grade Policy

Incomplete: The grade of **I** (incomplete) indicates that the student has completed three-quarters of the course but cannot complete the course for a reason that accords with the university excused-absence policy. Students must be in good standing in the class prior to requesting an incomplete. The course instructor decides whether an incomplete will be granted and specifies in writing what work the student must complete to fulfill the course requirements. The student has until the end of the next fall or spring semester from the date of receipt of the incomplete grade in which to complete the course, or the instructor may establish an earlier deadline. If special circumstances exist, which prevent the student from completing the course in the prescribed time, the incomplete may be extended with approval of the instructor, the instructor's chair or division head, and the instructor's dean. If the student satisfactorily completes the course in the prescribed time, he/she will receive a letter grade. If the student fails to complete the course requirements during the stipulated time, the grade of **I** changes to a grade of F. As a point of clarification, if an incomplete grade is awarded in a Credit/No Credit course (CR/NC) the replacement grade upon expiration is "NC", not "F".

Withdrawal From Classes

All students are required to meet with their advisor prior to dropping an individual course; and all withdrawals must be in writing. Students must adhere to the academic calendar for the dates to withdraw for single course or total program withdrawal. Final Date for Dropping an Individual Course or Totally Withdrawing from the University are located on the university calendar.

The final date for dropping an individual class is 5 instructional days prior to the last class day as defined in the academic calendar for each term. The last date for complete withdrawal from the university is the last class day as defined in the academic calendar for each term. In both cases, “W” grades are assigned ([MU Policy for Course Withdrawal](#))

Leave of Absence (LOA)

Due to restricted enrollment in the College of Health Professions, students unable to maintain continuous progression must follow the Leave of Absence Policy.

1. Student must request permission in writing for a leave of absence from the graduate nursing program. Notification must be at earliest possible time. Students must complete the online Leave of Absence form found online at: [Leave-of-Absence-Form.pdf](#).
2. Student’s petition for a leave of absence must be submitted to the Director of the Graduate Program, at taylor394@marshall.edu. The application will be forwarded to the Graduate Academic Planning and Standards (GAPS) Committee for a decision.
3. Students who do not begin classes the semester for which they were admitted; forfeit their place in the MSN program and must reapply to the program.
4. If a leave of absence is approved by the GAPS Committee, the student must consult with his or her advisor to revise their Plan of Study.
5. Upon the student’s return from an approved leave of absence, he or she will be placed in the next available class/classes on space available basis.
6. Any student who fails to notify the graduate nursing program of a leave of absence will forfeit his or her space in the graduate nursing program and must reapply for admission.
7. Permission for a leave of absence may be granted for up to one semester; however, students must meet the 7-year time limitation set by the Graduate College. Students who have not demonstrated responsibility or have not shown potential for successful completion of the program will be denied a leave of absence and will be dismissed from the program.
8. Consideration for an LOA are usually given for illness (both of the student and a family member in which case documentation is required from the treating health care provider), maternity leave, adoption, military leave, and death of a family member.

Reviewed: 7/2025, Reviewed: 05/2022, Reviewed: 09/2017, Revised GAPS 2/09/10

Marshall Time Limitation

All requirements established for any degree must be completed within a period of seven (7) consecutive years from date of enrollment in the first graduate course to be used in a graduate degree program. These limits may be extended upon the recommendation of the appropriate program faculty and with the approval of the Dean of the Graduate College. Absence due to military obligations, long serious illness, or similar circumstances may be regarded as proper reasons for an extension of time.

Courses more than seven years old are considered outdated. Students can request a course revalidation [Graduate Studies Course Revalidation Instructions](#). This is an application for an extension of time. Student must contact his/her advisor to begin this request.

Outdated courses will not be used in computing Grade Point Averages for graduation, but they remain on record.

Requirements for Graduation

The following requirements must be met in order to graduate from the MSN program:

1. Satisfactory completion of all course work and requirements specified in the curriculum with a final cumulative GPA of 3.0 or higher.
2. Satisfactory completion of all required clinical hours for your specific MSN track.
3. Satisfactory completion of an evidence-based practice assignment for your specific MSN track.

Additional Requirements

- Only grades of *C* or better may be used to fulfill degree requirements and no more than six hours of *C* may be applied toward fulfilling the degree. All students should review their degree program with care as some programs may have more stringent requirements. See all requirements in the Marshall University Graduate Catalog [Academic Requirements and Regulations < Marshall University](#)

Application for Graduation

The application for graduation must be completed and submitted **before** or at the beginning of the student's final semester/term, but **not later** than the date printed in the University Calendar. Applications for graduation, prior to the published deadline, are completed through myMU.

For diploma fee information, see "Special Student Fees" at www.marshall.edu/bursar. Students planning to graduate in a particular semester or term must provide all data to be applied toward the graduation to the academic dean's office in Huntington by the advertised last day for the submission of the final grades for the semester or term. This documentation is to include official transcripts from institutions external to Marshall. Said transcripts must be received in the

Graduate Records Office by the stated deadline. All incomplete grades must be officially removed by the accepted University procedure by this same deadline. Failure on the part of students to comply with this policy will result in their being removed from the graduation list for the term in question.

FNP Certification

1. Prior to graduation, students will go to the ANCC website and create an account. [Account Info](#)
2. Students will download and complete the Validation of Education (VOE) form and return it to the ANCC [ANCC Education Validation form](#)
3. Students responsible to submit the completed VOE form along with proof of clinical hours (that can be copied from Typhon Clinical Logging site) to the ANCC. APRNValidation@ana.org
4. Students will request a copy of their MU transcript to be sent to the ANCC. Go to myMU. Select to send AFTER THE DEGREE IS CONFERRED. Pay the fee. Have your transcript sent to: APRNValidation@ana.org
5. Following graduation and once the ANCC has received all required documentation, you will be notified that you can schedule to take your ANCC certification. This is done on the ANCC website.
6. After you pass your ANCC certification, you will request the ANCC to submit proof of your certification to the Board of Nurses in the State in which you plan to practice.
7. Go to the state Board of Nurses site and apply for your APRN license.
8. Students will apply for prescriptive authority with your state Board of Nurses.
9. Once this is done, contact your professor for NUR 582 or NUR 635. A letter of proof of your pharmacology hours will be sent to the Board of Nursing.

School of Nursing Communication Information/Policies

SON Communication with Faculty

The primary method of communication between faculty (full and part-time) shall be the Marshall University email system. Faculty are responsible for checking their Marshall email account at least every other day during the contract period. If a communication requires that faculty be made aware of information and/or a response is required with less than 48 hours' notice, an attempt will be made to contact faculty by phone. Faculty are also required to check their Marshall email account weekly during the summer months and/or when not under contract.

SON Communication Between Faculty and Students

The primary method of communication between faculty (full and part-time) and students shall be the class Blackboard email system (for class-related communications during the semester the class occurs) and the Marshall email account. Faculty and students are responsible for checking Blackboard email system at least every other day during the time classes are ongoing. Faculty and students are responsible for checking their Marshall University email account at least every other day during the academic year (fall-spring) and/or when involved in nursing class.

Students are also required to check their Marshall email account weekly during the summer months and/or periods when students are not actively enrolled in classes. Communication between faculty and students, other than those occurring face-to-face, including but not limited to telephone conversations and texting, must be followed up with email as soon as possible the party initiating the communication.

Reviewed 6/2026. Revised: 01/10/2024, Reviewed: 10/24/2017, Approved SON 4/24/12.

School of Nursing Usage of Electronic/Social Media Guidelines Policy

1. Standards of Conduct for the Use of Electronic/Social Media

- A. The School of Nursing recognizes that social networks and other electronic media can be beneficial to the delivery of quality healthcare. However, inappropriate use of electronic media such as social networks, chat rooms, forums, etc., violate a patient's right to confidentiality and privacy. It may also cross the professional boundary between a nurse and his/her patient. Therefore, the School of Nursing has adopted the following guidelines to minimize the risks associated with use of social networks and all other electronic media.
 1. Students must recognize they have an ethical and legal obligation to maintain patient privacy and confidentiality at all times.
 2. Students are strictly forbidden from transmitting any patient-related image via electronic media.
 3. Students must not share, post or otherwise transmit any patient information, including images, unless there is a patient care related need to disclose information or other legal obligation to do so.
 4. Patients should not be identified by name or any other method (such as nickname, room number or diagnosis) that could lead to the identification of the patient. Limiting access to postings through privacy settings is not sufficient to protect the patient's privacy.
 5. It is not acceptable to post any information about a patient even if the patient's name is not identified.
 6. Students should never refer to a patient in a derogatory or disparaging manner, even if the patient is not identified.
 7. No photos or videos of patients may be taken on a personal device, including cell phones.
 8. Students must always maintain appropriate professional boundaries with patients. Online contact with patients or former patients blurs the distinction between a

professional and personal relationship. Inappropriate communication via electronic media is discouraged. This includes instances where the patient contacts the student first. If this should happen, the student should notify their instructor as soon as possible.

9. Students should understand patients, colleagues, institutions and prospective employers may view postings on social media websites. Students should not make disparaging remarks about patients, instructors, other students or facilities, even if they are not expressly identified. Students must not make threatening, harassing, profane, obscene, sexually explicit, racially derogatory, homophobic or other offensive comments.
10. Students should bring content that could harm a patient's privacy, rights, or welfare to the attention of faculty.

B. If the student has any doubt about the appropriate use of electronic/ social media, they should contact their instructor/advisor for further guidance.

2. Inappropriate use of electronic/social media can lead to disciplinary action including but not limited to formal reprimand, suspension or dismissal from the program. Students can also be held personally liable. Such violations may result in civil and criminal penalties including fines or possible jail time in accordance with state and federal laws.

References:

Anderson, J., & Puckrin, K. (2011). Social network use: A test of self-regulation. *Journal of Nursing Regulation*, 2(1), 36-41.

National Council of State Boards of Nursing. (2011). *White paper: A nurse's guide to the use of social media*. Chicago, IL. Retrieved from www.ncsbn.org/

Reviewed: 01/10/2023, Reviewed: 10/2017, Approved SON 4/24/ 2012.

Clinical Requirements

Each MSN track has required clinical hours. For FNP and PM-FNP students admitted prior to fall 2025, 520 supervised clinical hours are required. For FNP and PM-FNP students admitted for fall 2025 and following, 780 clinical hours are required.

NM students are required to complete 720 clinical hours (with Shenandoah University).

PMHNP students are required to complete 600 clinical hours (with Shenandoah University).

*NA students are required to complete 210 clinical hours.

*NE students are required to complete 180 clinical hours.

* No longer accepting students into these programs.

Clinical Hours:

Clinical hours are defined as hands-on, face-to-face time spent in the clinical setting with the approved preceptor. Students cannot count hours spent on charting at home or any homework given by the preceptor as clinical time. Travel time to and from clinical do not count as clinical time.

MSN Clinical Attendance Policy:

MSN clinical students are expected to adhere to the schedule of attendance at all clinicals developed by the student and approved by the MU faculty instructor. If the student needs to reschedule a clinical day, the preceptor and MU faculty instructor must be notified ASAP in advance of the Clinical. A “U” (unsatisfactory) will be given and the course grade will be dropped one letter grade if the student has not notified the MU faculty instructor of a change in their clinical schedule. The student should not be absent (without communicating with the MU faculty of the change) on a scheduled clinical day when the instructor may make a site visit. A second occurrence will result in a second “U” and failure of the course.

Reviewed: 07/2025, Reviewed: 05/2022, Adopted: 2019

Clinical Preceptors:

MSN Students must submit an Agency Request form for each preceptor used. This form must be completed every semester **even if the same preceptor is used for multiple semesters.** [Agency/Preceptor Request Form](#). Students are not permitted to attend clinical until they have received a written email from the School of Nursing granting the student permission to begin clinicals. Any student who begins clinical hours without written permission from the MU Nursing Office will not be allowed to count any of the unapproved clinical time and could be dismissed from the MU FNP program.

Preceptor Attestation Forms:

MSN students must have each preceptor complete a preceptor attestation form for every semester that preceptor is utilized. This form can be located in your course syllabus and in your Blackboard course.

Qualified Preceptor

FNP students may utilize a medical doctor, a doctor of osteopathy, a family nurse practitioner (with 2 years of experience), and certified nurse midwives. If a student is doing specialty hours or urgent care hours, physician assistants may be used but must be approved on an individual basis. No medical residents may be used. The provider must have an active license and not be supervised by another physician.

CPR and TB for Clinical Hours

Students must maintain a current CPR card and TB test. It is the student's responsibility to upload these documents to Verify. Students are not permitted to attend any clinical hours if they do not have a current CPR and TB test on file. If students attend clinical without a current CPR and TB test on file with Verify will not be allowed to count these clinical hours and could be dismissed from the MU FNP program.

Injury in Clinical Setting

Any student who is injured during a clinical/project-based nursing experience may be treated at a local health care facility. However, neither the health care facility nor the university is responsible for paying for those student medical services. The student is covered under his or her own health plan or one that they may take out with the university. The student is responsible for paying for his or her own medical expenses.

Reviewed 6/2026, Revised Fall, 2004, Reviewed SON 2/27/18

Dress Code

Identification: all students are **required** to wear a nametag that reads: Name, BSN, RN, Marshall University, School of Nursing, MSN-FNP Student and Apparel: wear appropriate apparel for the agency. If a lab coat is required, students must wear a white lab coat.

Reviewed: 07/2025, Reviewed: 05/2022, Revised: 09/2017, Approved SON 2/27/2018

Plans of Study

Each track of the MSN offers optional plans of study. Once you decide on your plan, sign, and return it. You must follow this plan for the duration of the program. Any changes must be discussed and approved by your advisor. Failure to comply with this policy can result in an administrative withdrawal from a course. The MSN program must be completed over a period not to exceed 7 calendar years from the date of the first class enrolled.

Students will be provided with options for Plans of Study during orientation to the MSN program. **Please note, the FNP/PM-FNP does not offer a full-time plan of study.** If student needs full-time hours for financial aid purposes, please contact your advisor or Dr. Taylor at taylor394@marshall.edu

1. **Students must have an approved POS prior to beginning courses in the MSN.**
2. Prior to completing the 12-credit hour, students must complete a **Formal Plan of Study**. Students complete this form with the classes they have completed and the classes they will take based on their plan of study. This form must be signed and submitted to your advisor. Failure to complete this form will result in you not being registered for the next semester's courses. [Plan-of-Study-Template-fillable-11-23.pdf](#)

Approved: 02/2025

FNP Options (Students enrolled for Fall 2025 and beyond)

FNP Fall Admission Option 1		
Semester/Year	Class	Credits
Fall/ Year 1	N630-Advanced Pharmacology N623-Advanced Pathophysiology N602-Theoretical Foundations in Nursing	4 3 3
Spring/ Year 1	N625-Advanced Physical Assessment N606-Advanced Nursing Research N608-Issues in Health Care	3 3 3
Fall/ Year 2	N627-Advanced Family Nursing I N604-Leadership in Nursing	5 (120 Clinical Hours) 3
Spring/ Year 2	N628-Advanced Family Nursing II	5 (120 Clinical Hours)
Summer/ Year 2	N629-Summer Practicum	3 (180 Clinical Hours)
Fall/Year 3	N635-FNP Practicum	7 (360 Clinical Hours)
		Total 42 Credit Hours 780 Clinical Hours

FNP Fall Admission Option 2		
Semester/Year	Class	Credits
Fall/Year 1	N602-Theoretical Foundation in Nursing OR N608-Issues in Health Care N604-Leadership in Nursing	3 3
Spring/ Year 1	N606-Advanced Nursing Research N608-Issues in Health Care OR 602-Theoretical Foundation in Nursing	3 3
Fall/Year 2	N630-Advanced Pharmacology N623-Advanced Pathophysiology	4 3

Spring/Year 2	N625-Advanced Physical Assessment	3
Fall/ Year 3	N627-Advanced Family Nursing I N604-Leadership in Nursing	5 (120 Clinical Hours) 3
Spring/ Year 3	N628-Advanced Family Nursing II	5 (120 Clinical Hours)
Summer/ Year 3	N629-Summer Practicum	3 (180 Clinical Hours)
Fall/Year 3	N635-FNP Practicum	7 (360 Clinical Hours)
		Total 42 Credit Hours 780 Clinical Hours

FNP Spring Admission Option 1		
Semester/Year		Credits
Spring/ Year 1	N602-Theoretical Framework in Nursing	3
	N608-Issues in Health Care	3
Fall/Year 1	N630-Advanced Pharmacology	4
	N623-Advanced Pathophysiology	3
Spring/Year 2	N625-Advanced Assessment	3
	N606-Advanced Nursing Research	3
Fall/ Year 2	N627-Advanced Family Nursing I	5 (120 Clinical Hours)
	N604-Leadership in Nursing	3
Spring/ Year 3	N628-Advanced Family Nursing II	5 (120 Clinical Hours)
Summer/ Year 3	N629-Summer Practicum	3 (180 Clinical Hours)
Fall/Year 3	N635-FNP Practicum	7 (360 Clinical Hours)
		Total 42 Credit Hours 780 Clinical Hours

FNP Spring Admission Option 2		
Semester/Year		Credits
Spring/ Year 1	N602-Theoretical Foundations in Nursing	3
Fall/Year 1	N604-Leadership in Nursing	3
	N608-Issues in Healthcare	3
Spring/Year 2	N606-Advanced Nursing Research	3
Fall/Year 2	N630-Advanced Pharmacology	4
	N623-Advanced Pathophysiology	3
Spring/Year 3	N625-Advanced Assessment	3
Fall/ Year 3	N627-Advanced Family Nursing I	5 (120 Clinical Hours)
Spring/ Year 4	N628-Advanced Family Nursing II	5 (120 Clinical Hours)
Summer/ Year 4	N629-Summer Practicum	3 (180 Clinical Hours)
Fall/Year 4	N635-FNP Practicum	7 (360 Clinical Hours)
		Total 42 Credit Hours 780 Clinical Hours

Post-Master FNP (students enrolled fall 2025 and beyond)

For applicants who have previously earned an MSN, they have the option to apply to the Post-Master's FNP program.

PM-FNP		
Semester/Year	Class	Credits
Fall/Year 1	N630-Advanced Pharmacology	4
	N623-Advanced Pathophysiology	3
Spring/Year 1	N625-Advanced Physical Assessment	3
Fall/ Year 2	N627-Advanced Family Nursing I	5 (120 Clinical Hours)
	N604-Leadership in Nursing	3
Spring/ Year 2	N628-Advanced Family Nursing II	5 (120 Clinical Hours)
Summer/ Year 2	N629-Summer Practicum	3 (180 Clinical Hours)
Fall/Year 3	N635-FNP Practicum	7 (360 Clinical Hours)
		Total 33 Credit Hours
		780 Clinical Hours

Plans of Study for FNP Students Enrolled Prior to fall 2025

Semester/Year	Class	Credits
Fall Semester 1	N602, Theoretical Foundations in Nursing	3
	N608, Issues in Health Care	3
Spring Semester 1	N604, Leadership in Nursing	3
	N606, Advanced Nursing Research	3
Fall Semester 2	N620, Advanced Pathophysiology I	2
	N622, Advanced Physical Assessment	5
Spring Semester 2	N621, Advanced Pathophysiology II	2
	N582/581, Advanced Family Practice I (60 clinical hours)	5
Fall Semester 3	N626, Advanced Family Practice III (60 clinical hours)	5
	N663, Advanced Pharmacology I	2
Spring Semester 3	N582/583, Internship: Advanced Family Nursing (400 clinical hours)	6
	N664, Advanced Pharmacology II	2
	Graduation	41
		520
		Clinical hours

Post Master's FNP Admitted Prior to 2025

Semester/Year	Class	Credits
Fall 1	N620, Advanced Pathophysiology N622, Advanced Physical Assessment,	2 5
Spring 1	N621, Advanced Pathophysiology N580/581, Advanced Family Practice I (60 clinical hours)	2 5
Fall 2	N626, Advanced Family Practice III (60 clinical hours) N663, Advanced Pharmacology I	2 5
Spring 2	N582/583, Internship (400 clinical hours) N664, Advanced Pharmacology II	6 2
	Graduation	29 520 Clinical hours

*NE Options (students enrolled fall 2025)

*NE Fall Admission Full Time Option		
Semester/Year	Class	Credits
Fall/ Year 1	N602-Theoretical Foundations in Nursing N604-Leadership in Nursing N608-Issues in Health Care	3 3 3
Spring/Year 1	N606-Advanced Nursing Research N616-Curriculum: Development in Nursing EDF636-Classroom Assessment	3 3 3
Fall/Year 2	N618-Teaching in Nursing EDF619-Educational Psychology N610-3 Ps	3 (30 Clinical Hours) 3 3
Spring/Year 2	N619 Practicum: Teaching in Nursing Elective	6 (150 Clinical Hours) 3
		Total 36 Credit Hours 180 Clinical Hours

*NE Fall Admission Part-Time No Summer		
Semester/Year	Class	Credits
Fall/ Year 1	N602-Theoretical Foundations in Nursing N604-Leadership in Nursing	3 3
Spring/Year 1	N606-Advanced Nursing Research N608-Issues in Health Care	3 3
Fall/Year 2	N618-Teaching in Nursing N610-3 Ps	3 (30 Clinical Hours) 3
Spring/Year 2	N616-Curriculum: Development in Nursing EDF636-Classroom Assessment	3 3
Fall/Year 3	EDF619-Educational Psychology Elective	3 3
Spring/Year 3	N619 Practicum: Teaching in Nursing	6 (150 Clinical Hours)
		Total 36 Credit Hours 180 Clinical Hours

*NE Fall Admission Part-Time Summer		
Semester/Year	Class	Credits
Fall/ Year 1	N602-Theoretical Foundations in Nursing N604-Leadership in Nursing	3 3
Spring/Year 1	N606-Advanced Nursing Research N608-Issues in Health Care	3 3
Summer/Year 1 You can select Summer 1 or 2	EDF619-Educational Psychology Elective	3 3
Fall/Year 2	N618-Teaching in Nursing N610-3 Ps	3 (30 Clinical Hours) 3
Spring/Year 2	N616-Curriculum: Development in Nursing EDF636-Classroom Assessment	3 3
Summer/Year 2 You can select Summer 1 or 2	EDF619-Educational Psychology Elective	3 3
Fall/Year 2	N619 Practicum: Teaching in Nursing	6 (150 Clinical Hours)
		Total 36 Credit Hours 180 Clinical Hours

*NE Spring Admission Full Time		
Semester/Year	Class	Credits
Spring/ Year 1	N602-Theoretical Foundations in Nursing	3
	N604-Leadership in Nursing	3
	N608-Issues in Health Care	3
Fall/Year 1	N606-Advanced Nursing Research	3
	N618-Teaching in Nursing	3 (30 Clinical Hours)
	N610- 3Ps	3
Spring/Year 2	N616-Curriculum: Development in Nursing	3
	EDF619-Education Psychology	3
	EDF636-Classroom Assessment	3
Fall/Year 2	N619 Practicum: Teaching in Nursing	6 (150 Clinical Hours)
	Elective	3
		Total 36 Credit Hours 180 Clinical Hours

*NE Spring Admission Part-Time No Summer		
Semester/Year	Class	Credits
Spring/ Year 1	N602-Theoretical Foundations in Nursing	3
	N604-Leadership in Nursing	3
Fall/Year 1	N606-Advanced Nursing Research	3
	N608-Issues in Health Care	3
Spring/Year 2	N616-Curriculum: Development in Nursing	3
	EDF636-Classroom Assessment	3
Fall/Year 2	N618-Teaching in Nursing	3 (30 Clinical Hours)
	N610-3 Ps	3
Spring/Year 3	EDF619-Educational Psychology	3
	Elective	3
Fall/Year 3	N619-Practicum: Teaching in Nursing	6 (150 Clinical Hours)
		Total 36 Credit Hours 180 Clinical Hours

*NE Spring Admission Part-Time Summer		
Semester/Year	Class	Credits
Spring/ Year 1	N602-Theoretical Foundations in Nursing N604-Leadership in Nursing	3 3
Summer/Year 1 You can select Summer 1 or 2	EDF619-Educational Psychology Elective	3 3
Fall/Year 2	N606-Advanced Nursing Research N608-Issues in Health Care	3 3
Spring/Year 2	N616-Curriculum: Development in Nursing EDF636-Classroom Assessment	3 3
Summer/Year 2 You can select Summer 1 or 2	EDF619-Educational Psychology Elective	3 3
Fall/Year 3	N618-Teaching in Nursing N610-3 Ps	3 (30 Clinical Hours) 3
Spring/Year 3	N619 Practicum: Teaching in Nursing	6 (150 Clinical Hours)
		Total 36 Credit Hours 180 Clinical Hours

***No longer accepting applications to this program**

***NA Options (students enrolled fall 2025)**

*NA Fall Admission Full Time		
Semester/Year	Class	Credits
Fall/Year 1	N602-Theoretical Foundations in Nursing N604-Leadership in Nursing N608-Issues in Health Care	3 3 3
Spring/Year 1	N606-Advanced Nursing Research N644-Financial Strategies Elective	3 3
Fall/Year 2	N642-Organizational Dynamics N646-Nursing Management I (90 clinical hours)	3 6
Spring/Year 2	N648-Nursing Management II (120 clinical hours) Elective	6 3
		Total 36 Credit Hours 210 Clinical Hours

*NA Fall Admission Part-Time Summer		
Semester/Year	Class	Credits
Fall/Year 1	N604-Leadership in Nursing	3
Spring/Year 1	N602-Theoretical Foundations in Nursing N608-Issues in Health Care	3 3
Sumer/Year 1 (or)	Elective	3
Fall/Year 2	N606-Advanced Nursing Research N642-Oranizational Dynamics	3 3
Spring/Year 2	N644-Financial Strategies Elective	3
Summer/Year 2 (or)	Elective	3
Fall/Year 3	N646-Nursing Management I (90 clinical hours)	6
Spring/Year 3	N648-Nursing Management II (120 clinical hours)	6
		Total 36 Credit Hours 120 Clinical Hours

*NA Fall Admission Part-Time No Summer		
Semester/Year	Class	Credits
Fall/Year 1	N602-Theoretical Foundations in Nursing N604-Leadership in Nursing	3 3
Spring/Year 1	N608-Issues in Health Care N644-Financial Strategies	3 3
Fall/Year 2	N606-Advanced Nursing Research N642-Organizational Dynamics	3 3
Spring/Year 2	Elective Elective	3 3
Fall/Year 3	N646-Nursing Management I (90 clinical hours)	6
Spring/Year 3	N648-Nursing Management II (120 clinical hours)	6
		Total 36 Credit Hours 210 Clinical Hours

*NA Spring Admission Full Time		
Semester/Year	Class	Credits
Spring/Year 1	N602-Theoretical Foundations in Nursing	3
	N604-Leadership in Nursing	3
Fall/ Year 1	N606-Advanced Nursing Research	3
	N608-Issues in Health Care	3
Spring/Year 2	N644-Financial Strategies	3
	Elective	3
Fall/ Year 2	N642-Organizational Dynamics	3
	N646-Nursing Management I (90 clinical hours)	6
Spring/Year 3	N648-Nursing Management II	6
	Elective	3
		Total 36 Credit Hours 210 Clinical Hours

*NA Spring Admission Part-Time Summer		
Semester/Year	Class	Credits
Spring/Year 1	N602-Theoretical Foundations in Nursing	3
	N604-Leadership in Nursing	3
Summer/Year 1 (or)	Elective	3
	Elective	3
Fall/Year 1	N608-Issues in Health Care	3
	N642-Organizational Dynamics	3
Spring/Year 2	N606-Advanced Nursing Research	3
	N644-Financial Strategies	3
Summer/Year 2	Elective	3
	Elective	3
Fall/Year 3	N646-Nursing Management I (90 clinical hours)	6
Spring/Year 3	N648-Nursing Management II (120 clinical hours)	6
		Total 36 Credit Hours 210 Clinical Hours

*NA Fall Admission Part-Time No Summer		
Semester/Year	Class	Credits
Spring/Year 1	N604-Leadership in Nursing	3
Fall/Year 1	N602-Theoretical Foundations in Nursing	3
Spring/Year 2	N608-Issues in Health Care	3
	N644 Financial Strategies	3
Fall/Year 2	N606-Advanced Nursing Research	3
	N642-Organizational Dynamics	3
Spring/Year 3	Elective	3
	Elective	3
Fall/Year 4	N646-Nursing Management I (90 clinical hours)	6
Spring/Year 4	N648-Nursing Management II (120 clinical hours)	6
		Total 36 Credit Hours 210 Clinical Hours

***No longer accepting applications to this program**

NA Admitted Prior to 2025

Semester/Year	Class	Credits
Fall Semester 1	N602, Theoretical Foundations in Nursing	3
	N608, Issues in Health Care	3
Spring Semester 1	N604, Leadership in Nursing	3
	N606, Advanced Nursing Research	3
Fall Semester 2	N642, Organizational Dynamics in Nursing	3
	Elective (3) credits	3
Spring Semester 2	N644, Financial Strategies in Nursing Administration	3
	Elective (3) credits	3
Fall Semester 3	N646, Nursing Mgmt. in Healthcare Settings I (90 clinical hours)	6
Spring Semester 3	N648, Nursing Mgmt. in Healthcare Settings II (120 clinical hours)	6
	Graduation	36 210 Clinical hours

***No longer accepting applications to this program**

NE Admitted Prior to 2025

Semester	Class	Credits
Fall Semester 1	N602, Theoretical Foundations in Nursing	3
	N608, Issues in Health Care	3
Spring Semester 1	N604, Leadership in Nursing	3
	N606, Advanced Nursing Research	3
Fall Semester 2	N618, Teaching in Nursing (30 clinical hours)	3
	CIEC 600, Computing and Instructional Design	3
Spring Semester 2	N616, Curriculum: Development in Nursing	3
	EDF 636, Classroom Assessment	3
Fall Semester 3	EDF 619, Educational Psychology	3
	Elective (3) credits	3
Spring Semester 3	N619, Practicum: Teaching in Nursing (150 clinical hours)	6
	Graduation	36 180 Clinical hours

***No longer accepting applications to this program**

Marshall University/Shenandoah Cooperative Programs

Marshall University and Shenandoah University offer a cooperative agreement allowing students to earn their Psychiatric Mental Health Nurse Practitioner or Midwifery Degrees. Students must apply to Marshall University and apply and interview with Shenandoah University. Students are not fully admitted to Marshall University until Shenandoah University has admitted them.

Shenandoah University has its own policies that are separate from Marshall University's policies. Students enrolled in the Marshall University/Shenandoah collaborative are responsible for reviewing and understanding these policies. Additional information regarding the Marshall/Shenandoah collaboration can be found at:

[Psychiatric Mental Health Nurse Practitioner Initiative - Eleanor Wade Custer School of Nursing](#)

[Midwifery Initiative - Eleanor Wade Custer School of Nursing](#)

Cooperative Programs With Shenandoah University

Midwifery PLAN OF STUDY (students enrolled fall 2025 and beyond)

The MSN-NM program can be completed in seven semesters of part-time study, or over a period not to exceed 7 calendar years from date of first-class enrollment. The student must complete the first 22 credit hours of study at Marshall University; then transfer to Shenandoah University to complete the remaining 19 credit hours of specialty nurse midwifery courses. The NM student has up to seven years from the point of admission to complete the MSN-NM area of emphasis.

Semester	Classes at Marshall University	Credits
Fall Semester 1	N602, Nursing Theory N604, Leadership in Nursing	3 3
Spring Semester 1	N606, Advanced Nursing Research N608, Issues in Health Care	3 3
Fall Semester 2	N623, Advanced Pathophysiology N630, Advanced Pharmacology	3 4
Spring Semester 2	N625, Advanced Physical Assessment	3
	Transfer your credits to Shenandoah to begin MW	22
	Classes at Shenandoah University	
Fall I	NM 610 Midwives as Primary Care Providers NM 620 Comprehensive Antepartal Care NM 612 Gynecologic Health Care NMLB 624 Midwifery Practicum I (180 clinical hrs.)	2 2 2 3
Spring I	NM 640 Comprehensive Perinatal and Newborn Care NM 641 Perinatal Complications NMLB 630 Midwifery Practicum II (240 clinical hrs.)	3 2 4
Summer I	NM 660 Advanced Nurse-Midwifery Role Development NM 652 Evidence-based Practice Project NMLB 651 Midwifery Practicum III (300 clinical hours)	2 1 (5) **
	Total Credits at Shenandoah University	26 credits/720 clinical hours
	Transfer 26 Credits earned back to Marshall for Graduation MU 22 credits + 26 credits SU =	46 credits

NOTE: Marshall University does not offer a Post Masters Certificate in Nurse Midwifery (NM)

MSN PSYCHIATRIC MENTAL HEALTH NURSE PRACTITIONER (PMHNP)
PMHNP PLAN OF STUDY (students enrolled fall of 2025 and beyond)

The MSN-PMHNP program can be completed in nine semesters of part-time study, or over a period not to exceed 7 calendar years from date of first-class enrollment. The student must complete the first 22 credit hours of study at Marshall University; then transfer to Shenandoah University to complete the remaining 29 credit hours of specialty psychiatric mental health courses with 600 clinical hours.

Semester	Classes at Marshall University	Credits
Fall Semester 1	N602, Nursing Theory N604, Leadership in Nursing	3 3
Spring Semester 1	N606, Advanced Nursing Research N608, Issues in Health Care	3 3
Fall Semester 2	N623, Advanced Pathophysiology N630, Advanced Pharmacology	3 4
Spring Semester 2	N625, Advanced Physical Assessment	3
	Transfer your credits to Shenandoah to begin PMHNP	22
	Classes at Shenandoah University	
Summer 1	PMH 525 Behavioral Neuroscience & Psychopharmacology	3
Fall 1	PMH 635 Foundations of Psychotherapy PMH 641 Mgmt. of PMH: Adult PMHL 641 Management of Psychiatric Mental Health: Clinical Practicum I (180 clinical hours) N 532 Advanced Practice Roles, Ethics & Policy	3 2 3 3 3
Spring 1	PMH 685 Mgmt. of PMH: Geriatric PMH 680 Mgmt. of PMH: Child & Adolescent PMHL 680 Management of PMH: Clinical Practicum II (180 clinical hours)	2 2 3
Summer 2	PMH 661 Management of Complex Mental Health Across the Lifespan	2
Fall 2	PMHL 695 Management of Psychiatric Mental Health: Clinical Practicum III (240 clinical hours) NP 690 Advanced Nurse Practitioner Role Development	4 2
	Total Credits at Shenandoah University (Clinical hrs. 600)	29 credit hours/600 clinical hours

	Transfer All Credits earned back to Marshall for Graduation MU 22 credits + 29 credits	51 credits
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NOTE: Marshall University does not offer a Post Masters Certificate in Psychiatric Mental Health Nurse Practitioner (PMHNP).

Midwifery PLAN OF STUDY (students enrolled prior to fall 2025)

Semester	Classes at Marshall University	Credits
Fall Semester 1	N602, Nursing Theory N608, Health Care Issues	3 3
Spring Semester 1	N604, Leadership in Nursing N606, Advanced Nursing Research	3 3
Fall Semester 2	N620, Advanced Pathophysiology N663, Pharmacology I, In classroom	2 2
Spring Semester 2	N621, Advanced Pathophysiology N664, Pharmacology II, In classroom	2 2
Fall Semester 3	N622, Advanced Physical Assessment	5
	Transfer your credits to Shenandoah to begin MW	25
Semester	Classes at Shenandoah	
Fall I	NM 610 Midwives as Primary Care Providers NM 620 Comprehensive Antepartal Care NM 612 Gynecologic Health Care NMLB 624 Midwifery Practicum I (180 clinical hrs.)	2 2 2 3
Spring I	NM 640 Comprehensive Perinatal and Newborn Care NM 641 Perinatal Complications NMLB 630 Midwifery Practicum II (240 clinical hrs.)	3 2 4
Summer I	NM 660 Advanced Nurse-Midwifery Role Development NM 652 Evidence-based Practice Project NMLB 651 Midwifery Practicum III (300 clinical hours)	2 1 (5) **
	Total Credits at Shenandoah University	26 credits/720 clinical hours
	Transfer 26 Credits earned back to Marshall for Graduation MU 25 credits + 26 credits SU = 51 credits	51credits

****denotes clinical hours at Shenandoah 12 credits = 720 total hrs.**

PMHNP PLAN OF STUDY (students enrolled prior to fall 2025)

Semester	Classes at Marshall University	Credits
Fall Semester 1	N602, Nursing Theory N608, Healthcare Issues	3 3
Spring Semester 1	N604, Leadership in Nursing N606, Advanced Nursing Research	3 3
Fall Semester 2	N620, Advanced Pathophysiology N663, Pharmacology	2 2
Spring Semester 2	N621, Advanced Pathophysiology N664, Pharmacology II, In classroom	2 2
Fall Semester 3	N622, Advanced Physical Assessment, In classroom	5
	Transfer your credits to Shenandoah to begin PMHNP	25
	Classes at Shenandoah University	
Summer 1	NP 525 Behavioral Neuroscience & Psychopharmacology PMH 635 Foundations of Psychotherapy	3 3
Fall 1	PMH 680 Mgmt. of PMH: Child & Adolescent (120 clinical hrs.) PMH 641 Mgmt. of PMH: Adult Practicum (120 clinical hrs.)	2 (2) ** 2 (2) **
Spring 1	PMH 685 Mgmt. of PMH: Geriatric PMH 660 Mgmt. of Complex MH Across the Life Span (120 clinical hrs.) HP 576 Substance and Relationship Abuse	2 2 (2) ** 3
Summer 2	PMH 695 Advanced Psych. Mental Health Nursing Practicum (240 clinical hrs.) N690 Advanced Nurse Practitioner Role Development	(4) ** 3
	Total Credits at Shenandoah University (Clinical hrs. 600)	42 (10) **
	Transfer All Credits earned back to Marshall for Graduation MU 25 credits + 42 credits SU = 67 credits	67 credits

****denotes clinical hours at Shenandoah 10 credits = 600 total hrs.**

GRADUATE STUDENT ORGANIZATIONS

Sigma Theta Tau International Honor Society of Nursing is the second largest nursing organization in the United States and among the five largest and most prestigious in the world.

The Society exists to:

- Recognize superior achievements in nursing.
- Encourage leadership development.
- Foster high nursing standards.
- Strengthen the commitment to the ideals of the profession.

Membership is conferred only upon nursing students in baccalaureate or graduate programs who demonstrate excellence in nursing or upon qualified bachelors, masters, and doctoral graduates who demonstrate exceptional achievement in the nursing profession. An induction ceremony for new members is held every spring. Other scholarly activities are planned.

MU Graduate Committees that have Student Representation

Graduate Council

The Graduate Council is the policy-making advisory body concerned with establishing and maintaining basic academic standards and requirements of the graduate programs conducted in various colleges and schools. Graduate Student Council

The Graduate Student Council (GSC) is an organization open to all graduate students. Meetings are designed to discuss problems common to graduate students and propose their administrative solutions. Probably the most attractive aspect of the GSC is its ability to initiate administrative changes favorable to graduate students. GSC appoints representatives to all Faculty Senate standing committees. A second and related goal of the GSC is to provide an environment in which contact with graduate students in other disciplines is expanded. Above all, the GSC is concerned with enriching the academic and personal lives of its members.

Graduate Council Grievance Committee

The Graduate Council Grievance Committee hears student grievances. Students may be nominated to this committee, or they may volunteer to serve on this committee.

Graduate Academic Planning and Standards Committee (GAPs)

The GAPs Committee recommends and implements policies for admission, progression, and graduation for the graduate nursing program. It conducts an ongoing curriculum evaluation and recommends changes, additions, or deletions of courses for the graduate nursing program. One graduate nursing student is elected yearly to serve on this committee.

Nursing Student Affairs

This committee reviews concerns pertaining to student welfare and recommends resolution. This committee is also responsible for planning special student events, for example, the Recognition Ceremony. One graduate student is elected yearly to serve on this Committee.

Scholarships

Marshall University School of Nursing (SON) has a limited number of endowed scholarships available. Marshall University's School of Nursing-Student Affairs Committee awards scholarships to students based on financial need and meeting criteria specified by the founders of scholarship. Marshall University also has scholarships in which students may be eligible. The scholarship portal can be accessed at: [Scholarship Manager](#). Marshall University's financial aid office can provide additional guidance and information. They can be found at: [Student Financial Assistance - Student Financial Aid](#)

Recognition Ceremony

All MSN Nursing graduates are encouraged to participate in the School of Nursing Recognition Ceremony. This ceremony honors and recognizes the achievements of the nursing graduates. This annual event is planned by the Student Affairs Committee and is held in Huntington, WV. It is typically held during the spring semester. December graduates of the previous year and May graduates of the current year are invited to attend. Please watch the MSN Newsletter for additional information.

MSN Nursing graduates wear business casual clothing. Graduates will purchase caps, gown, and master's hood from the MU bookstore. MSN students will be hooded during the ceremony.

Ceremony attendance is not required but we would love if you can attend.

Formal Graduation Ceremony

Marshall University holds a graduation ceremony every December and May for all graduates. Attendance is not required. Cap, gown, and master's hoods are required for the ceremony. Additional details are emailed to students by the university.

Graduation Pictures

Marshall University School of Nursing partners with a local photographer to take pictures for graduates to create a composite print of your class. If students are not local, our photographer will work with photographers in your area to ensure that all backgrounds are cohesive. Please watch the MSN Newsletter for information on pictures.