



Doctor of
Nursing Practice Program

A faded, grayscale background image of several nursing students in white coats, some with their hands raised in a gesture, is visible behind the blue text overlay.

DOCTOR OF NURSING PRACTICE STUDENT HANDBOOK

2026/2027

School of Nursing
College of Natural Sciences
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NOTE: Please be aware that in light of lingering effects of the COVID-19 pandemic, you may be notified by the University, College, Department of faculty of short-term and/or long-term variations in policy, procedures, program content, or course delivery. Additional precautions, learning and/or documentation may be required. These variations are to promote the safety of students, faculty, staff and patients/clients. Please monitor University, Department of nursing, and faculty communications. We thank you for your compliance with these expectations.

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School of Nursing

Welcome Message



Renee Chastain

Founding DNP Program Director

Welcome to our beautiful campus at California State University, San Bernardino (CSUSB). The main campus sits on 441 acres in San Bernardino, California, with a second campus in Palm Desert. The CSUSB student population is diverse and vibrant, reflecting the surrounding communities served by the University. As a Hispanic serving institution, we celebrate diversity, equity, and inclusion by providing our students with resources to become involved.

At the College of Natural Sciences (CNS), and our School of Nursing (SON), we are committed to the university's broad mission of teaching and service. Our Doctor of Nursing Program (DNP) is designed to create practice-ready advanced practice registered nurses (APRN) and fosters leadership, professionalism and advocacy while preparing candidates to complete the national certification exam in the family nurse practitioner specialty (FNP).

We welcome and congratulate on your choice to be part of our campus community. We are here to support and guide you on your academic and professional journey.

Renee Chastain



Mission, Vision and Values

Mission

The mission of the Department of Nursing is to promote and support the development of students in preparation for professional practice, scholarship, leadership, and lifelong learning; collaboration to address health needs and promote health equity of diverse populations; respect, inclusivity, and collegiality among diverse students, faculty and staff; faculty professional development in teaching, scholarship, service, and practice; wellness among students, faculty, staff, and the larger community whom we serve.

Vision

To be a center of collaboration and innovation in nursing education, scholarship, practice, and service.

Values

- Integrity, Professionalism, and Ethical Accountability
- Excellence, Innovation, and Leadership
- Caring, Respect, and Cultural Sensitivity
- Community, Collaboration, and Social Justice



School of Nursing Philosophy



The School of Nursing at CSUSB is committed to the university's broad mission of teaching and service, research excellence, and intellectual interaction and creativity included in the full range of programs offered.

The philosophy of the school is derived from a synthesis of beliefs and values shared by faculty, staff, students, alumni, clinical agencies and community stakeholders concerning nursing, nursing education, nursing students, and the university. This philosophy and purpose stems from the mission, vision, and core values of the school. The mission and values speak to collaboration, innovation, and excellence. The core values are integrity and ethical accountability, excellence, innovation, and leadership, caring, respect, and cultural sensitivity, and community collaboration and social justice.



Professional nursing is both, an art and a science, entrusted by society to provide services to promote, maintain, and restore the health and well-being of individuals, families, and communities from diverse backgrounds in a variety of settings. Nursing, as a discipline, is grounded in theory and research that directs and validates clinical practice decisions and actions and generates knowledge for practice. Nursing, as a profession, derives its authentic authority over nursing education, research, practice, and



service from a social and ethical contract with the public. This contract mandates that the profession act responsibly in promoting person-centered, safe, evidence-based collaborative care, utilizing informatics with a focus on quality improvement for the public's health and well-being.

- ▪ ▪ The faculty recognizes that student-centered learning
- ▪ ▪ requires an environment, which promotes strategies that
- ▪ ▪ encompass students' learning styles and facilitates learning
- ▪ ▪ outcomes, which are cognitive, affective and psychomotor,
- ▪ ▪ and driven by the idea of continuous improvement.

Rich and varied educational opportunities are an integral part of lifelong learning and demonstrating professionalism in partnership with communities. Successful CSUSB nursing students are expected to learn, to lead, and to transform themselves, the profession, and the community by fulfilling leadership roles and providing evidence-based nursing practice.

DOCTORAL FACULTY

The CSUSB DNP program faculty are all doctorally prepared. Specific courses require that in addition faculty are certified advanced practice registered nurses (APRN's) and/or family nurse practitioners (FNP's). All faculty have expertise in various nursing practice specializations. They serve as educators, professional mentors, facilitators, and role models.

PROGRAM ACCREDITATION

The DNP Program is accredited by the Western Association of Schools and Colleges for Senior Colleges and Universities (WSCUC). The DNP Program is also pending accreditation review from the Commission on Collegiate Nursing Education (CCNE) and the California BRN.



Doctor of Nursing Practice (DNP) Program

PURPOSE OF THE DNP

The Doctor of Nursing Practice (DNP) Program is a professional degree designed to create practice-ready advanced practice registered nurses (APRN) to lead the transformation of healthcare and provide evidence-based, holistic, innovative, and fiscally responsible healthcare. The APRN is prepared to deliver care that is diverse and inclusive of the determinants of health to positively impact individuals and communities in which they practice, particularly the Inland Empire region.



This three-year BSN-DNP program utilizes a hybrid synchronous and asynchronous approach. Students complete online didactic courses and 1,000 clinical hours; three on-campus advanced clinical skills development immersions (135 on-campus clinical hours), DNP Project implementation (70 hours), health assessment lab (45 hours), and direct patient care clinical rotations within assigned clinical sites (750 hours of in-person). Students apply the knowledge gained throughout the program to develop and implement a DNP Scholarly Project.

Upon completion of the DNP program, students will have accomplished the requirements to make them eligible to complete the national certification exam in the family nurse practitioner (FNP) specialty.



DNP PROGRAM LEARNING OUTCOMES

At the end of the CSUSB DNP Program, the graduate will demonstrate competency in:

- **Clinical Practice** by demonstrating advanced nursing practice knowledge through providing holistic person-centered, evidence-based care and engaging in shared decision making with individuals and families in collaboration with inter-professional stakeholders.
- **Clinical scholarship** by translating evidence-based research, informatics, and healthcare technologies into practice that improves health outcomes for individuals and communities.
- **Leadership** in healthcare promoting population health, health equity, and navigating organizational and healthcare systems to address quality and safety for individuals and organizations.
- **Professionalism** by modeling respect for diversity, equity, and inclusion of all individuals and advocating for an environment that promotes self-care and wellbeing and demonstrating accountability to professional practice standards.
- **Advocacy** for equity and social justice by respecting diversity and promoting inclusion of all individuals, with considerations of determinants of health, to improve health outcomes.



DNP PROGRAM STUDENT LEARNING OUTCOMES

At the end of the CSUSB DNP Program, students will demonstrate competency in the following areas:

1. **Clinical Practice** - Provide holistic person-centered, evidence-based care including:
 - Perform a comprehensive health history and physical exam.
 - Order and interpret appropriate diagnostic tests.
 - Differentiate, diagnose, and manage acute and chronic health concerns



- Prescribe and manage appropriate and manage appropriate pharmacologic and nonpharmacologic treatment/ therapeutics.

2.Clinical Scholarship

- Translate evidence-based research into practice to improve health outcomes for individuals and communities.

3.Leadership

- Guide individuals navigating the healthcare system.
- Collaborate within an interprofessional team to improve health outcomes with consideration for the determinants of health.

4.Professionalism

- Model respect for diversity, equity, and inclusion of all individuals, including other members of the healthcare team.
- Advocate for an environment that promotes self-care and well-being.
- Demonstrate accountability to professional practice standards, including regulatory requirements.

5.Advocacy

- Engage in shared decision making with individuals and families in collaboration with interprofessional stakeholders.
- Advocate for social justice and health equity with considerations for determinants of health.



PLAN OF STUDY

Required courses for DNP Program - required of all students, 8 semesters (87 units) offered in a full-time plan of study. Please refer to the [CSUSB Academic Catalog](#) for the year you were admitted or to your specific study plan to review the core courses required for your program.

DNP CORE COURSES

- NURS 7000 Foundations of scholarly Writing (1)
- NURS 7005 Health Promotions & Population Health (3)
- NURS 7010 Human Diversity and Health Equity (3)
- NURS 7015 Biostatistics and Epidemiology (3)
- NURS 7020 Health Policy, Economics & Fiscally Responsible Care (3)
- NURS 7025 Introduction to Advanced Practice Registered Nursing (2)
- NURS 7030 Introduction to Integrative Health 7 Self-Care for the Advance Practice Nurse (2)
- NURS 7035 Leadership Role & Interprofessional Collaboration (3)
- NURS 7040 Quality Improvement & Evidence-Based Practice Methods (3)
- NURS 7045 Information Systems Technology & Telehealth (3)

(DNP Project Courses)

- NURS 7500 DNP Systems Thinking 1 (1)
- NURS 7510 DNP Systems Thinking 2 (2)
- NURS 7520 DNP Systems Thinking 3 (1)
- NURS 7530 DNP Systems Thinking 4 (2)



APRN CORE COURSES

- NURS 7100 Advanced Physiology & Pathophysiology (3)
- NURS 7105 Advanced Pharmacotherapeutics 1 (3)
- NURS 7110 Advanced Health Assessment Across the Lifespan (3)
- NURS 7110L Advanced Health Assessment Lab (1)
- NURS 7120 Advanced Pharmacotherapeutics 2 (3)

FNP SPECIALTY COURSES

- NURS 7400 Pediatric Health Management & Pharmacology (3)
- NURS 7410 Family Health Management 1 Didactic (3)
- NURS 7410L Family Health Management 1 Simulation Lab (1)
- NURS 7415 Diagnostic & Management Reasoning (3)
- NURS 7420 Women's Health & Obstetrics (2)
- NURS 7430 Family Health Management 2 Didactic (3)
- NURS 7430C Family Health Management 2 Clinical (4)
- NURS 7430L Family Health Management 2 Simulation Lab (1)
- NURS 7440 Concepts of Behavioral Health (2)
- NURS 7450 Family Health Management 3 Didactic (3)
- NURS 7450C Family Health Management 3 Clinical (6)
- NURS 7450L Family Health Management 3 Simulation Lab (1)
- NURS 7460 Family Clinical Practicum (8)
- NURS 7540 APRN Role Transitions to Practice (2)



DNP APRN FNP SPECIALTY ROADMAP

COURSE	SEMESTER 1 - FALL	UNITS
7000	Foundations of Scholarly Writing (CF-1)	1
7005	Health Promotion & Population Health (CF-1)	3
7010	Human Diversity & Health Equity (CF-2)	3
7015	Biostatistics and Epidemiology (CF-2)	3
		10

COURSE	SEMESTER 2 - SPRING	UNITS
7100	Advanced Physiology & Pathophysiology	3
7105	Advanced Pharmacotherapeutics 1	3
7020	Health Policy, Economics & Fiscally Responsible Care	3
7025	Introduction to the Advanced Practice Registered Nurse (APRN) Role	2
		11



COURSE	SEMESTER 3 - SUMMER	UNITS
7030	Introduction to Integrative Health & Self-Care for the Advanced Practice Registered Nurse	2
7035	Leadership Role & Interprofessional Collaboration	3
7040	Quality Improvement & Evidence-Based Practice Methods	3
7045	Information Systems Technology & Telehealth	3
		11

COURSE	SEMESTER 4 - FALL	UNITS
7110	Advanced Health Assessment Across the Lifespan	3
7110L	Health Assessment Lab	1
7120	Advanced Pharmacotherapeutics 2	3
7500	DNP Systems Thinking 1	1
7400	Pediatric Health Management and Pharmacology	3
		11



COURSE	SEMESTER 5 - SPRING	UNITS
7410	Family Health Management 1 Didactic	3
7410L	Family Health Management 1 Simulation (45 Hours)	1
7415	Diagnostic & Management Reasoning	3
7420	Women's Health & Obstetrics	2
7510	DNP Systems Thinking 2	2
		11

COURSE	SEMESTER 6 - SUMMER	UNITS
7430	Family Health Management 2 Didactic	3
7430L	Family Health Management 2 Clinical (180 Hours)	4
7430L	Family Health Management 2 Simulation Lab	1
7440	Concepts of Behavioral Health	2
7520	DNP Systems Thinking 3	1
		11



COURSE	SEMESTER 7 - FALL	UNITS
7450	Family Health Management 3 Didactic	3
7450C	Family Health Management 3 Clinical (255 Hours)	6
7450L	Family Health Management 3 Simulation Lad	1
7530	DNP Systems Thinking 4	2
		12

COURSE	SEMESTER 8 - SPRING	UNITS
7460	Family Clinical Practicum (315 Hours)	8
7540	APRN Role Transition to Practice	2
		10

COURSE	VARIABLE ELECTIVE	UNITS
7990	DNP Systems Thinking Continuous Enrollment) *	2

* On an as needed basis



DELIVERY PLATFORM

The DNP program is offered as a hybrid program, most courses will be online with both synchronous and asynchronous requirements. For the three simulation lab courses, *students are required to be present, on campus, for the entire two-three days*. All clinical courses will be direct care in-person for a total of 750 hours over three semesters. All didactic courses are offered utilizing the online platform, Canvas.

COMMUNICATION

The major means of communicating with students is through the CSUSB email and CSUSB LMS. It is the University's expectation that students check their CSUSB email account daily and keep current with pertinent university and department information. Official correspondence may include academic-related deadlines, registration, advising and graduation information, virus alerts and student government notices. Additionally, faculty may direct course information, assignments, discussions, and clarifications to students through CSUSB email and the CSUSB LMS. The Chief Nursing Administrator/Chair and DNP Program Director may also use the CSUSB LMS for important communications with you. You are responsible and accountable for messages and information sent to you through these means. One major advantage of using your CSUSB email account is that, while your mailing address may change throughout the course of your enrollment, your email account can always be accessed via the World Wide Web. Remember to check your CSUSB email frequently. The SON email communications with students are through their CSU email accounts.

Students must use their CSUSB email address when emailing faculty. It is against policy for faculty to respond to an email sent from a student's personal email account.



For teaching and learning, the official language used in the classroom is English only.

CHANNELS OF COMMUNICATION, CHAIN OF COMMAND, CONCERNS AND GRIEVANCES

In the interest of professionalism and collegiality the Department of Nursing encourages open communication including sharing of ideas and resolution of concerns at the lowest level possible.

Students are encouraged to communicate their ideas, comments, suggestions and concerns by talking with their faculty and/or participating in the Student Nurse Association (SNA). From time to time students or faculty may request a student/faculty forum to discuss matters of interest to one or both groups.

If a student has a concern that cannot be addressed and resolved by one of the above channels, the student is expected to proceed through the chain of command in the following order:

1. Speak directly with the clinical faculty member involving clinical course matter or lecture faculty member for theory course concern.
2. Speak directly with the course lead instructor involving course matters (if different from clinical or lecture faculty).
3. Speak directly with the DNP Program Director.

If the concern is not resolved through the informal process described above the student may file a Formal Complaint by progressing to the next level of chain of command.

For matters involving a course, program, faculty or related matter, the student should contact the following administrators in the order below:

1. The DNP Program Director
2. The School of Nursing of Nursing Chair/Chief Nursing Administrator
3. The Dean of College of Natural Sciences



ADMISSION REQUIREMENTS TO THE DNP PROGRAM

Admission shall be granted on a competitive basis; meeting the following minimum requirements qualifies an individual for but does not guarantee admission to the program. In addition to the general university admission requirements, specific requirements for admission to classified graduate status include:

1. A baccalaureate or master's degree from a CCNE accredited program or a regionally accredited baccalaureate or master's degree in nursing. the applicant has a completed equivalent academic preparation as determined by the DON Graduate Affairs.
2. A cumulative grade point average of at least 3.0 in an acceptable bachelor's degree in nursing or master's degree in nursing as determined by the appropriate campus authority.
3. Active registered nurse (RN) license, unencumbered, unrestricted, with no disciplinary action pending or imposed from the state in which the applicant will complete direct clinical hours.
4. Meet eligibility requirements for credentialing or certification as a family nurse practitioner upon graduation. These can be found at www.aanp.org or www.nursingworld.org.
5. Hold a current American Heart Association BLS Certification.
6. A minimum of 2,000 hours of documented work history as a registered nurse.
7. Two (2) satisfactory letters of professional recommendation. These must be dated and signed within the past six months. You should request recommendations from those who can speak to your professional and academic readiness to attend a rigorous graduate program. At least one letter must be from a direct supervisor.
8. A satisfactory written personal statement that describes what the applicant expects to accomplish in the DNP program and how the DNP program will advance the applicant's nursing career and practice.



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9. Successful completion of a personal interview.
 10. Successful completion of a college-level statistics course equivalent to MATH 1201 - Introduction to Statistical Thinking.
 11. Preference will be given to applicants who reside in the Inland Empire and Southern California services areas, and those with military service.

Applicants may consult the Department of Nursing webpage for details on how to apply for admission to the DNP program. To be considered for admission, applicants must submit a complete application with all required documentation during the application period. All eligible applications are reviewed by the graduate admission committee using a holistic and inclusive review process.

CLASSIFIED GRADUATE STANDING

Students who have satisfied the general requirements for admission may be admitted to a graduate degree program as classified graduate student, if they satisfactorily meet the professional, personal, scholastic and other standards for admission to the program, including qualifying examinations, and if they have removed deficiencies in the specified manner while in conditionally classified graduate standing. The Graduate Admission Committee will admit applicants using a holistic and inclusive review process. Only those students who show promise of success and fitness will be admitted to the DNP program, and only those who continue to demonstrate a satisfactory level of scholastic competence and fitness shall be eligible to continue in the program.

TIME TO DEGREE

All requirements for the degree must be completed within five years following matriculation into the DNP program.



CRITERIA FOR SATISFACTORY PROGRESS

Students must maintain at least a 3.0 cumulative grade point average. In addition students must receive a 'B-' or 80% overall grade in each course. To receive a grade for any courses that requires co-enrollment, the student must receive at least a 'B-' 80% in all co-enrollment courses. If less than a 'B-' 80% is achieved in any course, the student must repeat all courses. This includes: NURS 7410 and NURS7410L; NURS 7430, NURS 7430C, and NURS 7430L; NURS7450, NURS 7450C, and NURS 7430L.

PROBATION

A student that falls below a 3.0 grade point average shall be placed on academic probation and notified of this in writing.

ORIENTATION TO THE DNP PROGRAM

Once accepted into the DNP program, information will be sent to you using your CSUSB email. The MyCoyote Portal is a key pathway to obtain essential information about registration, enrollment status, tuition and financial aid. Students can also access grades information via MyCoyote.

New students are strongly encouraged to attend the annual Graduate Student Orientation offered by the Office of Graduate Studies.

Students are required to attend the annual DNP Orientation offered by the Department of Nursing. Each student will receive this information in advance. This orientation is offered fully online.

GRADUATE STUDENT RESOURCES, OFFICE OF GRADUATE STUDIES

The CSUSB Office of Graduate Studies (OGS) is the primary resource for graduate students. Helpful OGS webpages are as follows:



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- [Main OGS webpage](#)
 - [Coyote Graduate Student Guidebook](#)
 - [OGS Policies and Procedures](#)
 - [OGS Forms](#)
 - [OGS Resources](#)

DRUG SCREEN TEST

A drug screen is required for all students upon admission to the nursing program. Due to requirements mandated by our clinical facilities throughout San Bernardino and Riverside Counties, all students in the BSN program will be required to have a **CLEAR DRUG SCREEN TEST COMPLETED BEFORE THE START OF THE NURSING PROGRAM.**

The School of Nursing uses a designated vendor to perform the drug screen test and maintain the records. Students are responsible for paying and getting this information to the SON by the due date. **If a student has not obtained a “clear” drug screen test by the due date, the student will not be able to participate in the Nursing program.** There will be **NO EXCEPTIONS TO FULFILLING THIS MANDATORY REQUIREMENT.** It is the students’ responsibility to pay for the initial admission test. If the test comes back positive or inconclusive (i.e., dilution, etc.), the student will be required to repeat the test at their own expense.

If a repeat drug test is required by a clinical partner, the School of Nursing will pay for the first test. If it needs to be repeated, the cost is the responsibility of the student. If a student does not obtain a “clear” drug screen test, the student needs to report to the School Chair/DNP Program Director immediately. A decision whether the student may remain in the program will be made. A Nursing student who cannot participate in required clinical experiences according to the established curriculum due to adverse information in his/her drug screen test



report will be informed of this situation prior to being administratively dropped from the program.

Additional background information and drug screening will be required prior to clinical rotations. Please refer to the DNP Program Student Clinical Handbook for additional information.

Students may be required to do random drug testing any time during the program.

CSUSB contracts with clinical agencies and retains the right to perform drug screen testing of CSUSB Nursing students “for cause”. A nursing student should comply with any clinical agency requests for random drug screening. The student should immediately notify his/her clinical faculty. If adverse information is found on the results of the drug screen, the student will be immediately removed from the clinical agency. The student must report to the Department Chair/Undergraduate Program Director of the CSUSB SON within 24 hours.

Approved APR 4.15.2022; FO 4.22.2022



Advising, Program Planning, and Registration

ADVISING AND COURSE REGISTRATION

CSUSB's Records Office will communicate via email to each student, notifying of registration dates and times using the MyCoyote system. Class schedules are available online.

Students will be automatically enrolled in courses each semester. You may contact the DNP Program Director with any questions or concerns. During orientation, all students and the DNP Program Director will prepare a program plan, which is entered into the student's file. Changes should be made only after consulting with the DNP Program Director. Please note, any changes to the plan of study will likely result in a one-year delay in graduation. Courses are only offered one time each year and students must complete each semester's courses to enroll in the next semester. In year two of the program, students will be assigned an advisor/ DNP Project Committee Chair. It is the responsibility of the student, with the guidance of your advisor, to plan for and complete all University pre-requisite requirements and department program requirements.



ADVANCEMENT TO CANDIDACY & FINAL PROGRAM PLAN

In order to be advanced to candidacy, the student must have:

1. Achieved classified graduate status.
2. Completed all DNP core course work with a minimum grade point average of 3.0 ("B") overall and per course and approval by DNP Program Director.
3. Filed an approved Program Plan for completion of the graduate degree. The degree program must be prepared in consultation with the faculty advisor and approved by the DNP Program Director and the Dean of Graduate Studies.**
4. Demonstrated professional and academic competency.
5. Successfully completed the DNP Qualifying Assessment.

** The Program Plan lists the specific requirements to be completed before the degree can be awarded. It must be approved by the student's academic advisor/DNP Program Director and filed with the Records Office. Once the Program Plan is accepted and approved, the student is officially advanced to degree candidacy. Please consult the current [Coyote Graduate Student Guidebook](#)

and see the DNP Program Director for more information on preparing the program plan.

GRADUATE WRITING ASSESSMENT REQUIREMENT (GWAR)

Per CSUSB Faculty Administrative FAM policy 841.97 (February 2019), graduate students must demonstrate a certain level of writing proficiency to meet the California State University (CSU) Graduation Writing Assessment Requirement (GWAR) before earning a graduate degree. This requirement will be met with successful final defense of the DNP Project.



DNP CULMINATING EXPERIENCE: DNP PROJECT

The DNP Project is a written product of a systematic, rigorous evidence-based quality improvement project that is focused on a significant clinical practice issue. In accordance with Section 40513 of Title 5 of the California Code of Regulations the project shall be submitted in written form, with an oral presentation, and shall identify; the problem statement and purpose, major theoretical perspectives, explain the significance of the undertaking, relate it to relevant scholarly and professional literature, set for the appropriate methods of gathering, implementation, analyzing data, and offer a conclusion or recommendation. Students must successfully defend the DNP Project proposal to their DNP Project Committee, obtain IRB approval for implementation, implement the project, and successfully defend the findings to the DNP Project Committee in the DNP Project Defense. The DNP project is completed within the four DNP Systems Thinking courses (NURS7500, NURS7510, NURS7520, NURS7530). Students who do not do not successfully defend their project may petition the Department of Nursing Graduate Affairs Committee to repeat final defense within one year. After a final defense failure, the candidate and DNP Project Committee Chair will discuss actions necessary for remediation of shortcomings. For more information related to the comprehensive examination process contact the DNP Program Director.

DNP PROJECT COMMITTEE

The committee will be comprised of three members, a DNP Project Committee Chair, and two DNP Project Committee Members. Each student will be assigned the Chair and two committee members in semester four of the program. The Committee Chair mentors and guides the student as they develop, implement, analyze and disseminate the DNP Project within the DNP Program Systems Thinking courses. The committee members provide guidance and expertise for the DNP Project Defense and the DNP Project Final Defense.



DNP SYSTEMS THINKING COURSES

The DNP Project will occur within the 6 units of the DNP Systems Thinking courses. Students must complete all courses.

DNP PROJECT PROPOSAL DEFENSE

The DNP Project Proposal defense must be completed within NURS7510 DNP Systems Thinking 2. The rubric for the proposal defense is located within the course. The student will coordinate the scheduling of the DNP Project Proposal Defense with their DNP Project Committee. Students may not schedule the defense without the express written permission from their DNP Project Committee Chair. The Defense must include a written proposal that meets the rubric requirements. Students will present the project to the committee and answer questions. The committee will provide feedback to enhance the project.

The DNP Project Proposal Defense is considered the qualifying assessment for Advancement to Candidacy for the DNP degree.

DECISION REGARDING THE DNP PROJECT PROPOSAL

The DNP Project Committee will provide a combined grading rubric for the student in writing, indicating “approval,” “approval with modifications,” or “lack of approval.” In order for students to proceed to submit the project to the Institutional Review Board (IRB) for approval and then implement the DNP Project, the student shall have received written approval by the DNP Project Committee. Students that pass the proposal defense, may proceed to NURS7520.

A student that does not ‘pass’ the DNP Project Defense will receive feedback from the committee and will be given [one](#) opportunity to repeat the DNP Project Defense. If the student passes the proposal defense, they may proceed to NURS 7520. If a student fails the DNP Project Defense twice, they will be ineligible to continue the program.



INSTITUTIONAL REVIEW BOARD REQUIREMENTS

Appropriate IRB approval shall be obtained approval must be obtained prior to implementation of the DNP Project. Failure to obtain IRB approval prior to collection of data on human subjects will disqualify the student from using the data. The DNP Project Committee shall advise the student regarding human subjects review requirements and regarding compliance with CSUSB IRN regulations.

Students must determine if the project implementation site requires IRB approval. If the clinical site has its own IRB approval, the student, working with the DNP Project Committee, will meet the requirements of the clinical site IRB first. The student may then submit this approval with the CSUSB IRB application.

DNP PROJECT FINAL DEFENSE

The Final Defense shall consist of an oral presentation and submission of the written doctoral project, evaluated by the DNP Project Committee, and meets the rubric requirements. Students will present the project to the committee and answer questions. In addition, the student must disseminate the project.

The DNP Project Final Defense is completed within NURS7530 DNP Systems Thinking 4. The rubric for the DNP Project Final Defense is located within the course. The student will coordinate the scheduling of the DNP Project Final Defense with their DNP Project Committee. Students may not schedule the defense without the express written permission from their DNP Project Committee Chair.



DECISION REGARDING THE FINAL DNP PROJECT DEFENSE

The DNP Project Committee will provide a combined grading rubric for the student in writing, indicating “approval,” “approval with modifications,” or “lack of approval.” Students must earn “approval” to pass the DNP Project Defense.

In the event the Committee requires substantive changes to the DNP Project, the final vote will be postponed until the changes are completed. A student that does not receive the grade ‘approval’ will receive feedback from the committee and will be given one opportunity to repeat the DNP Project Defense. If a student fails the DNP Project Final Defense twice, they will be ineligible to complete the program.

The DNP Project Final Defense meets the requirement for the culminating project required for graduation. If a student does not complete the DNP Project requirements after completing DNP Systems Thinking 4 (NURS 7530), they will enroll in an independent study course the following semester to complete this requirement. Students should meet with their DNP Project Committee Chair and the DNP Program Director to discuss a plan for completion.

DNP PORTFOLIO

DNP students must maintain and complete a DNP Portfolio before graduation from the DNP program.

GRADUATION REQUIREMENT CHECK

Degree candidates must request a graduation requirement check at the Office of Records, Registration and Evaluations as they near graduation. Candidates should consult with their advisor about when to request the Graduation Requirement Check. Advancement to Candidacy is needed before the

[graduation check](#) can be completed. Deadlines and fees for filing [are published in the University catalog](#) and in the Class Schedule.



COMMENCEMENT VERIFICATION

A student's eligibility to participate in Commencement is verified by the DNP Program Director and processed by the Office of Graduate Studies and the CSUSB Records Office.

COMMENCEMENT REGISTRATION

Students must register for Commencement and pay the required fee. The Office of Graduate Studies website is the location for information in important graduation deadlines.

COMMENCEMENT CEREMONIES

Participation in commencement activities is voluntary. CSUSB has two commencement exercises, one in December and one in June. The Palm Desert Campus holds one commencement exercise in June. For information on commencement registration, please visit: <https://www.csusb.edu/commencement/preparing-graduate/commencement-registration>.

ACADEMIC REGALIA

Caps, tassels, gowns, and hoods are available for purchase at the Coyote Bookstore to students who have registered and paid the commencement fee. Caps and gowns are available for purchase until the last week before commencement.

DRESS CODE FOR NURSING CEREMONIES

The purpose for the dress code is to ensure that all student participants in a ceremonial event are professionally and uniformly attired.

- Attire: Solid colors only (all black or all dark blue). No visible underwear.
- Hem of the skirt or dress must be no higher than the top of the kneecap. Hem of the slacks should reach at or below the ankle.
- The garment must be opaque with sleeves and a neckline that does not reveal cleavage.



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- All clothing must be clean and pressed.
 - Hosiery must be non textured, non-patterned, non-mesh, in a skin tone.
 - A collared shirt and necktie or turtleneck are required if not wearing a skirt or dress.
 - Shoes: Black or Navy. Shoe color should be the same color as slacks/skirts/dress. Heels are not to exceed 3 inches. Platform shoes and flip flops are not acceptable.
 - Accessories, such as jewelry, must be minimal and professional. One small stud in each ear is allowed. No other visible body piercings are allowed. All visible body piercings must be covered or removed.
 - All students must wear their white lab coats for Recognition and Pinning.
 -

Students who are not professionally dressed and in accordance with these guidelines, may not be allowed to participate in the ceremony. Requests for exceptions to the dress code standard for medical or cultural/religious accommodations will be considered on an individual basis.

Approved by APR 1.28.22 FO 3.18.22



DNP PROGRAM RESOURCES

[School of Nursing](#)

Phone 909-537-5380

Location HP-215

Office Hours

Monday-Friday 8:00 am- 5:00 pm

[CSUSB Office of Graduate Studies Resources](#)

Phone 909-537-5058

Location CE-356

Office Hours

Monday-Friday 8:00 am- 5:00 pm



School of Nursing Graduate Policies & Procedures



DEPARTMENTAL COMPLIANCE REQUIREMENTS

All new and returning Graduate Nursing students must meet departmental compliance requirements by the deadlines published in the School of Nursing DNP Compliance Packet. Please note that compliance requirements are subject to change. The School of Nursing DNP Compliance Packet is available on the department of Nursing website and will be emailed to students prior to beginning the program. All students must be compliant with all requirements prior to beginning the program.



It is the *student's responsibility to maintain compliance*. A student that fails to maintain compliance will be removed from clinical rotations immediately until compliance has been reestablished, this may delay program completion. See the DNP Program Clinical Handbook for more information.

CLASS ATTENDANCE & CLASS PARTICIPATION POLICY

Attendance at all face-to-face class sessions is required. Regular participation in assigned online discussions and other online group activities is required.



All assignments must be submitted, including make-up assignments, by posted due dates to receive a grade for the course.

Absences from face-to-face on campus simulation labs will result in a failure of the simulation lab courses. No make-up assignments are available. Students that do not complete the simulation lab courses (NURS7410L, NURS7430L, NURS7450L). In this event, the student will need to take a leave of absence from the program. The student must meet with the DNP Program Director to discuss plan of study changes.

Students who are absent, with prior instructor approval, from a synchronous course session be assigned a make-up activity by course faculty that must be completed in order to receive credit for the missed class session and to continue in the course. Failure to complete and submit make-up assignments for face-to-face class sessions, and/or failure to complete/submit all in-class and online assignments and required activities, will result in a course failure. A student with an unexcused absence is not eligible to make up the assignment. Students may not miss more than one synchronous assignment each semester. If more than one synchronous assignment is missed, the student will need to take a leave of absence from the program. The student must meet with the DNP Program Director to discuss plan of study changes.

Faculty may initiate an administrative drop from all courses during the first three weeks of the term if a student fails to make contact with the instructor either in person or electronically (via e-mail or learning management system) within the first four days of the start of the term. See the [Academic Regulations & Standards, 2021-22 Catalog](#).



LATE ASSIGNMENTS

Late assignments (unexcused) will receive a 10% reduction in available points each day the assignment is late. After 5 days the assignment will receive a grade of '0'.

Excused absences are defined as an approval to be late submitting prior to the assignment being due by the instructor or a catastrophic event occurs. In this event the instructor will accept the assignment. The time frame is at the discretion of the instructor, and if not received by the stated time, the assignment will not be accepted.

GRADING & PROGRESSION POLICY

The DNP Program grading policy ensures that students are safe, competent and practice-ready family nurse practitioners, prepared to successfully complete certification and licensure. The grading policy aligns with the American Association of Colleges of Nursing (AACN) and the CSU Doctor of Nursing Programs Policy.

Courses in the DNP program are graded using the following grading scale:

Grading Scale (%) **

A 94-100%

A- 90-93%

B+ 87-89%

B 83-86%

B- 80-82%

C+ 77-79%

C 73-76%

C- 70-72%

D+ 67-69%

D 63-66%

D- 60-62%

F 59% and below



** Grades are not rounded up. A 77.9% is a C+

The minimum required course grade for all courses in the DNP program is a B- (2.7). Graduate students must maintain a 3.0 or better GPA in every term of enrollment.***

If a course grade falls below the required standard, the student will be put on academic probation. The student may be dismissed from the program, based on the DNP Program Directors recommendations and with approval from the Graduate Affairs Committee.

A course in which a grade of 79.9% or lower is earned does not meet DNP program requirements and cannot be included on the Program Plan; the course must be repeated. This will result in the need for the student to take a leave of absence from the program. The student must meet with the DNP Program Director.

A student whose term or overall GPA falls below 3.0 will be placed on academic probation by the University. A student may be disqualified and subject to dismissal if the GPA falls below 3.0 in two semesters.**

Final grades are calculated and assigned by the faculty member, there will be no rounding up of grades. The Grade Center in the learning management system (LMS) is not the official gradebook.

**Coyote Graduate Student Handbook

***Graduate Coordinator's Handbook



PROGRESSION

Students must maintain a high level of performance throughout this rigorous program. A student will be recommended to the Graduate Affairs Committee for immediate dismissal from the DNP program for unsafe clinical practice or unethical conduct during clinical training. Students must be making satisfactory progress toward completion of the DNP degree.

The DNP Program enforces [CSUSB policies](#) on academic progress:

1. A student must maintain a cumulative grade point average (GPA) of 3.0 or better to be considered in good standing & to be awarded the DNP degree. Students achieving less than a 3.0 GPA will be placed on Academic Probation. A student that achieves less than a 3.0 GPA in two semesters the student will be recommended for dismissal from the program to the DON Graduate Affairs Committee (GAC). If a student is placed on probation: The student must meet with the DNP Program Director to devise a written action plan for remediation.
2. DNP students are expected to earn grades of A or B. Grades below a B are considered unsatisfactory academic performance, and no course with a grade lower than a B may be included in the student's official plan of study. A student may repeat one course in the program one time. A second course failure (whether the same course or a different course) will result in a recommendation for dismissal from the program to the DON Graduate Affairs Committee (GAC).
3. A student may attempt the same course only twice.
4. If the student does not earn an A or B grade the second time, the student shall be recommended to the Graduate College for dismissal from the program.
5. If a course must be repeated, the student will be required to take a leave of absence and return to retake the course. They must pass the course before they will be eligible to continue with the program plan of study.



6.Clinical course grades: If a DNP students earns less than a B (80%), in any clinical course, the student will be required to repeat all co-required courses in the next cycle of course offering and will not be able to continue in the program until successful completion. The student will be required to take a leave of absence and must meet with the DNP Program Director to update their plan of study.

CLINICAL COURSES

- NURS 7110 Advanced Health Assessment and NURS 7110L Advanced Health Assessment Lab
- NURS 7410 Family Health Management and NURS 7410L Family Health Management 1 Lab
- NURS 7430 Family Health Management 2 and NURS 7430C Family Health Management 2 Clinical and NURS 7430L Family Health Management 2 Simulation Lab
- NURS 7450 Family Health Management 3 and NURS 7450C Family Health Management 3 Clinical and NURS 7430L Family Health Management 3 Simulation Lab
- NURS 7460 Family Clinical Practicum

TRANSFER OF GRADUATE COURSES

At least 80 percent of earned required Doctor of Nursing Practice program units must be completed at CSUSB. Any questions regarding transferring units into the DNP Program should be directed to the DNP Program Director. Acceptance of any transfer units is at the discretion of the DON Graduate Affairs Committee.

UNIVERSITY GRIEVANCES

For matters not resolved above, or matters of concern defined by the University, including, but not limited to, academic matters /grade grievances and student rights (such as Title IX and Gender Equality, Students with Disabilities), the student is referred to the CSUSB Bulletin and appropriate University officers.



GRADE APPEAL

A grade appeal must be initiated by the student within 40 calendar days after the grade is reported. Further information is available in the Office of the Registrar, [Academic Grievance Procedure](#).

LEAVE OF ABSENCE AND WITHDRAWAL FROM COURSES

Procedures for a leave of absence and for withdrawal from a course(s) are available at the _____

[Office of Financial Aid & Scholarships](#). Please note, withdrawal dates vary by semester. Any student that would like to take a leave of absence must make an appointment with the DNP Program Director to discuss the plan of study update.

PREPARATION FOR THE FAMILY NURSE PRACTITIONER CERTIFICATION EXAM AND APRN LICENSURE

For questions about financial aid, filing the FAFSA, and scholarships please contact the

FINANCIAL AID FOR DOCTORAL STUDENTS

[Office of Financial Aid and Scholarships](#).

Phone 909-537-5227

Office Hours

Location UH-150

Monday-Friday 8:00 am-5:00 pm



SCHOOL OF NURSING ACADEMIC HONESTY POLICY

Plagiarism and Cheating

Nurses are recognized and respected for their integrity in caring for patients and all aspects of the profession. All nurses and nursing students are expected to uphold the highest levels of professionalism including academic honesty as described in the ANA Code of Ethics for Nurses. As participants in a community of learners nursing students are expected to hold themselves and others to the highest levels of integrity and honesty. If a student is aware of any actual or potential lack of integrity, professionalism, or academic integrity the student is expected to report it to faculty and/or School of Nursing leadership.

Any student who makes faculty aware of lack of integrity or other lack of professionalism will be protected from harassment and bullying.

Plagiarism and cheating are violations of the Standards for Student Conduct (Title 5, §41301, California Code of Regulations) and may be dealt with by the instructor, the department, and the University Student Conduct Administrator.

Procedures for addressing cheating and plagiarism are found below. Questions about academic dishonesty and the policy should be addressed to the University [Office of Student Conduct and Ethical Development](#) and the chair of the department of nursing. Plagiarism is the act of presenting the ideas and writing of another as one's own.

Cheating is the act of obtaining or attempting to obtain credit for academic work through the use of any dishonest, deceptive, or fraudulent means. Cheating includes but is not limited to:



- Obtaining, downloading, sharing, copying, discussing, and/or making public any part of a previous exam or other assessment material or instructor and/or student intellectual property without their permission. This applies to materials from within or external to the CSUSB community.
- Copying, in part or in whole, from another's test, software, test bank or other evaluation instrument.
- Submitting work previously submitted for credit in another course unless this has been approved by the course instructor or by departmental policy. This is considered self-plagiarism. Even when quoting a portion of one's own work previously submitted for credit, the student should cite their original work to acknowledge its re-use in work subsequently submitted for credit.
- Submitting work simultaneously presented in two courses, unless this has been approved by both course instructors or by the department policies of both departments;
- Submitting work (e.g., paper or other assignment) as one's own original work that was prepared by a surrogate writer or other service.
- Using or consulting during an examination sources or materials not authorized by the instructor.
- Altering or interfering with grading or grading instructions.
- Sitting for an examination by a surrogate, or as a surrogate.
- Any other act committed by a student in the course of his or her academic work, which defrauds or misrepresents, including aiding or abetting in any of the actions defined above.

Plagiarism and cheating are academically dishonest and subjects the offending student to penalties up to and including dismissal from the program. Students must make appropriate acknowledgements of the original source where material written or compiled by another is used. Refer to the [CSUSB Academic Regulations & Standards](#).



Engagement in cheating, aiding cheating, or aiding in the cover-up of cheating will result in formal disciplinary proceedings that could result in consequences including dismissal from the program.

Anyone who harasses or bullies another student or community member, whether in person or using a digital or other format, for reporting an act of academic dishonesty and/or lack of professional behavior will be subject to disciplinary action, up to and including dismissal from the program. Confidentiality of the informant will be maintained as possible.

Reviewed by GAC 2.12.21; Revision Approved by Faculty Organization 3.5.21

ACADEMIC INTEGRITY REVIEW PROCEDURE

- 1.If a faculty member(s) suspects a student violated the Academic Integrity Policy, the faculty member will have a face-to-face/virtual fact-finding conversation with the student. The student will be given an opportunity to respond. Faculty member(s) may consult with the Department Chair if they need guidance on how to proceed.
- 2.If the faculty member(s) concludes the student is not responsible for the suspected violation, the matter is closed.
- 3.If the meeting findings suggest sufficient information to warrant further inquiry, in accordance with [FAM Policy 803.5](#), the faculty member(s) will:
 - Preserve the evidence in support of the allegation;
 - Notify the student of the allegation and of the evidence on which it is based;
 - Provide the student a reasonable opportunity to challenge or rebut the allegations;
 - Notify the student of the action being taken;
 - Direct the student to review the University Academic Dishonesty Policy to ensure they are aware of their rights for defending themselves



4. The faculty member(s) will notify the Chair/Program Director and call a meeting to discuss the situation. The meeting will include the student, the faculty member(s) involved, and the Department Chair/Program Director. Based on the outcome of the meeting, the instructor will document the findings per the School of Nursing. The [Student Conduct Form](#) may be used. The matter will be referred to the School of Nursing Admission, Graduate Affairs Committee for recommendation of action to the Chair/Program Director.
5. The Chair/Program Director notifies the student to submit a document to the APR committee giving his/her report of the incident.
6. The matter may be resolved at the department level with consequences including but not limited to:
 - Faculty assigning a lower or failing grade on the assignment/exam
 - Faculty assigning a course failure
 - Faculty assigning a requirement that the student repeat the assignment and perhaps some additional assignment
 - Faculty assigning a lower grade for the course
 - Chair initiating, in conjunction with the faculty member, a remediation plan for program continuation
 - Chair removing the student from the classroom/clinical
 - Chair dismissing the student from the course
 - Chair dismissing the student from the program
7. If alleged dishonesty occurs near the end of the course or otherwise cannot be resolved prior to the grade submission deadline, the faculty member may assign a grade of RD (report delayed) to hold the final grade in abeyance until the investigative process has been concluded.
8. In a case where a student denies academic dishonesty, the student may request a repeal of the decision of the School of Nursing. A student may appeal a determination that the student committed an act of academic dishonesty by filing a



request for a review of that finding.

The student is to be referred to the

- [University Grievance Policy](#)
- [FAM 803.65](#)

The request for review shall be filed within 40 working days of the written notification to the student of the sanction. The request for review shall be submitted in writing to the Dean of the College of Natural Sciences. This request must specify the particulars that are the basis of the student's appeal.

9. The student may appeal the decision of the School of Nursing to the Dean of CNS, the Provost, and the President.

10. Concurrently with the School of Nursing process, the faculty member(s), in consultation with the Chair/Program Director, will notify the Office of Student Conduct and Ethical Development if there is an indication of a violation of the Academic Integrity Policy by completing and submitting the [Student Conduct](#) form to the Student Conduct Administrator care of the Office of the Vice-President for Student Affairs. The Office of Student Conduct will review and may take University disciplinary action independently in accordance with their policy and processes.

ACADEMIC PROBATION & DISQUALIFICATION

Academic probation is defined in the CSUSB "[Bulletin of Courses](#)" as any time the cumulative grade point average in all college work attempted or the cumulative grade point average at CSUSB falls below 2.0. The student shall be removed from academic probation when the cumulative grade point average in all college work attempted and the cumulative grade point average at CSUSB is 2.0 or higher.



A student on academic probation per CSUSB policy is not eligible to progress in the DNP program.

In addition to the University policy above, it is an expectation that DNP students must attain grades of “B” or better in all courses in order to progress in the program. Students who withdraw, drop, or fail a NURS course may not progress in the DNP program.

Academic Disqualification

A student on academic probation is subject to academic disqualification. Therefore, a student is academically disqualified and not considered to enroll in NURS courses if the student is unsuccessful in repeating a NURS course, earning a grade less than a “B-.” In addition, if the student earns less than a grade of “B-” in a second NURS course, the student will be academically disqualified and not considered to enroll in NURS courses. Students who are subject to academic disqualification will not be permitted to complete the DNP program.

A drop or withdrawal from a nursing course, with appropriate documentation described in the CSUSB Bulletin of Courses, will not be counted towards academic disqualification.



PROGRAM DISMISSAL POLICY

The following causes shall be sufficient for immediate dismissal:

1. Professionalism

- Documented and counseled (not to exceed 3 times) account of poor personal hygiene.
- Documented and counseled for display of unprofessional image.
- Documented and observed cheating, collusion, fabrication, plagiarism, purchasing unauthorized materials (e.g. test banks) in the classroom and/or clinical practice settings.
- Insubordinate attitude or comments to faculty and/or staff.
- Refusal to sign a prepared SPS.
- Noncompliance with program policies, procedures, and/or SPS.
- Unethical or inappropriate conduct in the classroom and/or clinical practice settings.
- Documentation of behavior consistent with chemical impairment.
- Use of alcohol or abuse of drugs while in class or clinical.

2. Academic Performance

- Failure in a required nursing course (theory or clinical).
- Failure to meet expectations of SPS.

3. Clinical Performance

- Unsafe performance in the classroom and/or clinical practice settings. (see Unsafe Clinical Behavior Chart for examples).
- Inconsistent performance in delivering patient care.
- Unsatisfactory/inappropriate recording and reporting and inaccurate documentation.
- At any point in the term, failure to complete clinical objectives.
- Insubordination to clinical instructors or clinical faculty staff.



4. Attendance
 - Illness, mental or physical, deemed sufficient to interfere with the student's ability to complete objectives.
 - Excessive absences or tardiness, as defined by Attendance Policy
5. Any other reason listed in the student conduct section of the university's Bulletin of Courses.

Any infraction will require a review by the School of Nursing.

CSUSB PHOTO ID BADGE POLICY FOR DNP STUDENTS

Students in the DNP program, enrolled in clinical courses, simulation lab courses, and DNP Systems Thinking Courses **must** wear their CSUSB nursing student photo ID and their CSUSB SON white lab jacket at all times when on location.

EXAMINATION POLICY

All examinations will utilize a monitoring system, such as Respondus. Prior to exams, students are required to show identification and show the web camera a 360 degree shot around the room. Students are not to test in a room where another person will be, including children. Students are not allowed to have any papers near them, with the exception of one blank sheet of paper that may be used for notes during the exam. This must be shown, both sides, to the web camera. During the exam, all internet browsers will be locked, and no programs will work. The camera will video the entire exam. You will be monitored for deceptive behavior, such as eye movements away from the screen. Students may not take screenshots of the exam. This will be recorded through Respondus as well. The system will evaluate for any inaccuracies in behavior. If there is a potential issue detected, the course faculty will be alerted and will have access to review the exam.



In addition, do not discuss the exam and question content with anyone, especially fellow students. This is considered academic dishonesty.

APA GUIDELINES

Use of APA Guidelines: Formal papers in nursing classes will be written, unless otherwise instructed, following the guidance in the most current edition of the Publication Manual of the American Psychological Association. The book should be purchased and kept as a reference.

NETIQUETTE POLICY

The DNP program at CSUSB is delivered in a hybrid format that combines classroom and online instruction.

Communication among class members may be more challenging in the online environment because much online communication takes place using text without visual and auditory cues from the speaker. Students and the faculty are expected to adhere to the following netiquette guidelines with the aim of promoting and maintaining a standard of professional, respectful communication in DNP courses.

General Netiquette

- *Make the Connection.* Electronic communication (email, discussion forums, etc.) is how you share ideas with other participants in the course. Online environments can separate the person from the ideas received in the course. Remember, like you, someone is on the other side of an email or discussion posting. Communicate with fellow participants as you would in a face-to-face course.



- *Be Professional.* Your coursework is more than learning facts; you are preparing for a career. You want to interact with your fellow course participants as you would in your professional life. Your conduct in this course should reflect this. Your communication should follow standard rules for grammar and spelling (unless in an online chat) and be clear, concise, and intelligent.
- *Have Opinions.* Everyone is entitled to have an opinion. In discussion forums, everyone is encouraged to share them.
- *Respect Disagreement.* People have the right to disagree with you. However, disagreements should never be personal. Online discussions are a means to share idea and practice the skill of persuasion. Persuasive speech cannot be achieved with hurtful, hateful, or inappropriate language. Review your posts before you publish and reread them for unintended meanings.
- *Ask Questions.* Cultural influences can influence communication in terms of phrasing and word choice. The of visual and auditory cues may affect the meaning as well. Before jumping to conclusions, ask for clarification.
- *Be Forgiving.* For the majority of participants, online communications is straightforward. Sometimes unintended meanings are conveyed.

As is the case with all human interactions, online behavior is not always perfect. It may sometimes venture into disrespectful and hurtful areas. When this happens, it needs to be addressed. If you experience any questionable or outright inappropriate behavior from your fellow course participants, please let your course faculty know.

Faculty members have the right to remove student postings deemed inappropriate from the course learning management system (LMS).



Specific Netiquette Tips

The following are specific tips for online communication. These tips are taken from the [10 Basic Netiquette Rules](#).

1. If you wouldn't say it to someone's face, don't say it online.
2. If you wouldn't show it in public, don't share it online.
3. Don't exclude your audience. Make sure your postings are intended for all members of the group.

Approved by Graduate Affairs Committee 9.6.19

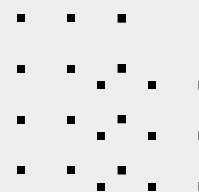
SOCIAL MEDIA NETWORK GUIDELINES AND POLICY

The increasing use of social media and other electronic communication by nurses and nursing students provide opportunities for dissemination of health care related information. Utilization of social media networks must be done in a manner that protects patient privacy and confidentiality.

Any patient information learned by the DNP student nurse during the course of treatment is considered confidential and must be protected. Inappropriate disclosure of confidential information is a breach of the patient-nurse relationship and damages the individuals involved as well as the general trustworthiness of the nursing profession. Improper use of social media by nurses/student nurses may result in disciplinary action by the Board of Registered Nursing, civil and criminal penalties, and employment consequences, National Council of State Boards of Nursing, 2011.



University Policies



In addition to the policies and procedures within the DNP Program Student Handbook and the DNP Clinical Student Handbook, students are governed by the CSUSB Campus Catalog, which includes policies and other information applicable to all CSU students.

USE OF GENERATIVE AI IN THESES, PROJECTS, AND DISSERTATIONS APPROVED BY CSUSB GRADUATE COUNCIL, 03/24/2024

A. Overview

**** THIS POLICY APPLIES TO ALL DNP ASSIGNMENTS AND EXAMS**

In response to the rapidly evolving landscape of generative artificial intelligence use in academic and educational settings, this document offers preliminary guidance on the use of AI in graduate theses, projects, and dissertations written at CSUSB. This guidance will be updated as higher education learns more about the impact of generative AI on academic work. The guidance below outlines important considerations for graduate students, supervisors, supervisory committees, and graduate programs on the use of generative AI tools (such as ChatGPT) in graduate student research and thesis writing. The guidance covers requirements both for approval and for documentation of the use of generative AI tools in graduate thesis, project, and dissertation research and writing, as well as risks and other considerations in using generative AI in graduate thesis, project, and dissertation research and writing.



Innovative and creative uses of generative AI may support scholarly activities and help facilitate high quality research, particularly in certain disciplines. Graduate students and faculty supervisors are expected to strive for the highest standards of academic quality and research integrity in all scholarly activities, and therefore the use of generative AI tools in the process of graduate thesis, project, and dissertation research and writing must always take place with full transparency. This includes transparency between students and their supervisors, who must agree in advance how any generative AI tools will be used; as well as transparency between graduate students and the audiences of their work, who must be provided a clear and complete description and citation of any use of generative AI tools in creating the scholarly work.

Students who plan to use generative AI tools in researching or writing their graduate thesis, project, or dissertation must always seek and document in writing unambiguous approval for the planned uses in advance from their supervisor(s) and supervisory committee. Unauthorized use of generative AI tools for scholarly work at the CSUSB may be considered an offense under the [Policy on Upholding Research Integrity](#). Furthermore, careful attention must be paid in the thesis, project, or dissertation to appropriate citation and describing any use of generative AI tools that took place in the research or writing process, in line with disciplinary norms. This includes, for example, using generative AI tools in searching, designing, outlining, drafting, writing, or editing the thesis, or in producing audio or visual content for the thesis, and may include other uses of generative AI. Even when engaging in authorized generative AI use, faculty and graduate students must be aware of the risks in using such tools, some of which are discussed below.

Graduate programs may have specific requirements or restrictions regarding the use of generative AI in some or all phases of the graduate research lifecycle. Individual graduate programs may



therefore issue additional guidance outlining field-specific appropriate uses of generative AI tools in researching and writing a thesis, project, or dissertation. This could include, for example, guidance on use in writing text, conducting analytical work, reporting results (e.g., tables or figures) or writing computer code. Graduate units issuing additional guidance should take into account the issues discussed below.

B. Using AI in Writing the Thesis, Project or Dissertation

The production of theses, projects, or dissertations includes presenting the results and analysis of original research, and demonstrating that the thesis, project, or dissertation makes an original contribution to advancing knowledge in line with the [California Administrative Code of Regulations Title 5, Section 40510](#). These originality requirements may not be met by work produced using generative AI tools, which rely on existing sources to generate content-based probabilistic or other predictive functions that may not result in sufficiently original content to meet the criteria.

If a student plans to use generative AI tools in any aspect of researching or writing of their thesis, project, or dissertation, this must be done with the prior approval of the supervisor(s) and supervisory committee. Careful attention must be paid in the thesis, project, or dissertation to appropriately citing and describing any use of generative AI tools in the research process. It must be clear to the reader which generative AI tools were used, as well as how and why they were used. In the same way that analytical tools and specific analytical approaches are identified and described in the thesis, generative AI tools and interactions with them must be equivalently described.

When supervisors and committees approve student use of generative AI in aspect of producing thesis, project, or dissertation, it must be clear how the student's versus the AI tool's contributions



will be identified, It must be clear to the student what evidence they need to provide to clarify their own contributions and how they made use of any AI tools, and how their work will be assessed by the supervisor and committee at each supervisory committee meeting. Students are responsible for any content generated by AI that they include in their thesis, project, or dissertation.

The use of generative AI could hamper the development of these essential writing skills because these skills are highly dependent on practice. Using AI to lessen the burdens of writing could undermine the development of invaluable writing skills, which could have consequences for graduate students.

The same principles that apply to the use of generative AI tools to product or edit text also apply to the use of these tools to produce or edit figures, images, graphs, sound files, videos, or other audio or visual content. It should be noted, however, that some publication policies permitting the use of AI-generated text in certain contexts apply more stringent criteria to image content, in some cases completely prohibiting such content, for example, see the editorial policy on the use of AI-generated images at Nature.

C. Using AI in Research

Different disciplinary norms are likely to emerge around the appropriate use of generative AI in research, even in fields in which the focus of the research is not specifically the development and implementation of AI. If use of generative AI is permitted by a graduate program in the research process, it must be clear to faculty and students which methods (if any) are acceptable and which (if any) are not. Supervisors should seek clarification from their graduate program if uncertain about a particular use of generative AI in thesis, project, and dissertation research and thesis writing.



D. AI Tools and Security

Privacy concerns have been raised in relation to the data processing undertaken to train generative AI tools, as well as the (mis)information that such tools provide about individuals or groups. For graduate student researchers working with certain kinds of data, using third-party generative AI tools to process the data may come with additional privacy and security risks. For example, students working with data from human research participants must not submit any personal or identifying participant information, nor any information that could be used to re identify an individual or group of participants to third-party generative AI tools, as these data may then become available to others, constituting a major breach of research participant privacy. Similarly, students working with other types of confidential information, such as information disclosed as part of an industry partnership, must not submit these data to third-party generative AI tools, as this could breach non-disclosure terms in an agreement. Students wishing to use generative AI tools for processing such data must have documented appropriate permissions to do so, for example, explicit approval from the institutional Review Board (IRB). Researchers are advised to seek help assessing the risk prior to engaging in any data or information processing with third-party AI tools. Your IT team or Library may be able to provide help assessing the risk attached to a particular use case.

E. AI and Referencing

If any use of AI it is required that you include it in the references.

For example, is it adequate to include the prompts provided to a tool along with excerpts of responses? Should students save or include the full text of their interactions with AI tools in an appendix? Different citation style guides are starting to include specific information on how to cite generative AI tools, for example, see the [American Psychological Association Style Blog](#).



Links to major style guides can be found on the [Pfau Library Citing & Writing](#)

F. AI and Accuracy

Generative AI may produce content that is wholly inaccurate or biased. AI tools can reproduce biases that already exist in the content they are trained on, include outdated information, and can present untrue statements as facts. Students remain responsible for the content of their thesis, project, or dissertation no matter what sources are used. Generative AI tools have also been shown to reference scholarly works that do not exist, and to generate offensive content. Therefore, AI-generated content may not meet the academic or research integrity standards expected at CSUSB. Generative AI tools are also predictive and cannot generate the type of original content expected of graduate students.

G. AI and Intellectual Property and Copyright

The legal landscape with respect to intellectual property and copyright in the context of generative AI is uneven across jurisdictions and rapidly evolving, and the full implications are not yet clear. Researchers, including graduate students, must exercise caution in using generative AI tools, because some uses may infringe on copyright or other intellectual property protections. Similarly, providing data to an AI tool may complicate future attempts to enforce intellectual property protections. Generative AI may also produce content that plagiarizes others' work, failing to cite sources or make appropriate attribution. Graduate students including AI-generated content in their own academic writing risk including plagiarized material or someone else's intellectual property. Since students are responsible for the content of their academic work, including AI-generated content may result in a violation of the [CSUSB student conduct policies](#).



H. AI and Responsibility

Graduate students who make use of AI tools and include the output in their research and written work are ultimately responsible for the content. This applies to work submitted as part of degree requirements, as well as in scholarly publishing. Graduate students and their co-authors must understand the terms and conditions of any submission of their work and for any tools they use, as these often hold the user responsible for the content. This means graduate students may find themselves in a position where they face allegations of perpetuating false or misleading information, infringement of intellectual property rights, violating the conditions of research ethics approval, other research misconduct, infringement of privacy rights, or other issues that carry academic, civil, or criminal penalties.

Adapted from the [University of Toronto's Guidance on the Appropriate Use of Generative Artificial Intelligence in Graduate Theses](#)



RELEASE OF STUDENT RECORDS - FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

All student records are maintained by the university in accordance with the [Family Educational Rights and Privacy Act](#) which allows students to have access to inspect their records. Any student who does not want the university to release directory information from records may go online to the myCoyote Student Center and update the privacy settings listed under Personal Information, in the drop-down box for “Other Personal Information.”

HEALTH INFORMATION PROTECTION AND PRIVACY ACT (HIPAA)

With all clinical lab experiences, students are expected to be professional and maintain confidentiality on all personal and sensitive information obtained in this course. This includes, but not limited to, avoiding discussions that would allow others to identify the subject of the information and removing patient names from course papers/class assignments. To discuss patient information in a student forum, a student may use initials or a name that is not the patient's. Failure to protect the privacy of others may have serious repercussions and is a violation of the Health Information Protection and Privacy Act.

COPYING OR TRANSMITTING CLIENT RECORDS/HIPAA

The Patient Bill of Rights identifies the client's right to confidentiality. The CSUSB SON Student Policy and Procedure Manual addresses safeguarding the confidential information acquired from any source regarding clients and considering all information obtained. The client's status is strictly confidential and is not to be discussed with anyone except instructors, student peers, and significant hospital personnel in the appropriate settings.

The Health Insurance Portability and Accountability Act (HIPAA) privacy rules are designed to protect the way client information is stored, conveyed, and revealed. Hospital guidelines exist to safe-



guard the security of the client data that is electronically transferred (email, fax, etc.). Specific clinical facility policies and procedures will be discussed.

To assure compliance with HIPAA and facility regulations, students will not electronically transmit or print any portion of a client's medical record. Failure to abide by this policy will result in dismissal from the nursing program, without the benefit of a SPS. The DNP program uses a web-based platform, Exxat, for students to input information regarding patient encounters. The information that is entered should be de-identified so that no identifiers will be included. The documentation is to ensure the student is making satisfactory progress.

Students will watch the "Privacy, Security, and You: Protecting Patient Confidentiality Under HIPAA" video and sign the Health Insurance Portability and Accountability Act (HIPAA) Education form during their first clinical and at the start of every Fall term hereafter.

Commitment to Diversity

In our commitment to the further of knowledge and fulfilling our educational mission, CSUSB seeks a campus climate that welcomes, celebrates, and promotes respect for the entire variety of human experience. In our commitment to diversity, we welcome people from all backgrounds, and we seek to include knowledge and values from many cultures in the curriculum and extra-curricular life of the campus community. Dimensions of diversity shall include, but are not limited to the following: race, ethnicity, religious belief, sexual orientation, sex/gender, disability, socioeconomic status, cultural orientation, national origin, and age (UDC Statement, 1995). Please visit the [UDC website](#).

In keeping with the university's commitment to diversity, the faculty



of the School of Nursing fully supports the Americans with Disabilities Act (ADA). Faculty will provide reasonable accommodations to any students with disabilities who are registered with the Office of Services to Students with Disabilities and who needs and requests accommodation. If a student is in need of accommodation, please notify the instructor and also contact Services to Students with Disabilities at UH-183, (909) 537-5238. It is the student's responsibility to seek academic accommodations for a verified disability in a timely manner.

CAMPUS POLICY IN COMPLIANCE WITH THE AMERICANS DISABILITIES ACT SUPPORT FOR STUDENTS WITH DISABILITIES

Main Campus

If a student is in need of an accommodation for a disability in order to participate in class, please see the instructor and contact Services to Students with Disabilities at (909) 537-5238.

PALM DESERT CAMPUS

If a student is in need of an accommodation for a disability in order to participate in the class, please contact the instructor and Services to Students with Disabilities at the Palm Desert Campus in RG-209, (760) 341-2883 extension 78117, or at the San Bernardino Campus in UH-183, (909) 537-5238, ssd@csusb.edu.

ACADEMIC CONDUCT

At CSUSB, we are a community of scholars. All members, including faculty, staff, and students are responsible for maintaining standards of academic honesty. All assignments are to be completed by the individual student unless otherwise specified.

PLAGIARISM AND CHEATING

Students are expected to be familiar with the University's policy on cheating and plagiarism. Cheating, plagiarism, collaborative work, or other kinds of academic dishonesty are considered unacceptable



behavior and will result in formal disciplinary proceedings, usually resulting in **suspension** or **dismissal**.

Every student is responsible for holding up the Student Discipline Code; refer to the [CSUSB Bulletin of Courses](#). Plagiarism is the act of presenting the ideas and writing of another as one's own. Cheating is the act of obtaining or attempting to obtain credit for academic work through the use of any dishonest, deceptive, or fraudulent means.

Cheating includes, but is not limited to:

- Copying, in part or in whole, from another's test, software, or other evaluation instrument;
- Submitting work previously graded in another course unless this has been approved by the course instructor or by departmental policy;
- Submitting work simultaneously presented in two courses, unless this has been approved by both course instructors, or by the department policies of both departments;
- Using or consulting during an examination sources or materials not authorized by the instructor;
- Altering or interfering with grading or grading instructions;
- Sitting for an examination by a surrogate, or as a surrogate;
- Any other act committed by a student in the course of his/her academic work, which defrauds or misrepresents, including aiding or abetting in any of the actions defined above.

DROPPING AND ADDING

Students are responsible for understanding the policies and procedures about add/drops, academic renewal, and all academic regulations in the [CSUSB Bulletin of Courses](#).



DROPPING OR WITHDRAWAL FROM A CLASS OR THE UNIVERSITY

Please refer to the Bulletin of Courses for the specific information regarding dropping or withdrawing from classes. The procedure for dropping and withdrawing may differ depending upon the timing relative to the term census date.

- [Adding/Dropping After Census](#)
- [Withdrawing from Class or University](#)

LEAVE OF ABSENCE

Any student who plans to be absent from the university must file a leave of absence to preserve their current catalog rights (Title 5, Article 5, Sec. 40401). Students who discontinue their studies without an approved leave must reapply to the university when they return and may lose their catalog rights. The graduate student leave of absence policy and associated forms are available on the Office of [Graduate Studies](#) website.

The leave of absence policy covers interruptions related to student educational objectives and may be involuntary (medical) or voluntary (military, personal, or planned educational leave). With an approved leave of absence, the student may be absent from the campus without losing rights to specific degree requirements under an earlier catalog, which may be more advantageous for the student.

Petitions for leave of absence should be filed in advance of the interruption in enrollment.

It is a requirement that students complete the DNP Program within 5 years from the date of the first course. If filing a leave of absence, you must meet with the DNP Program Director prior to approval and to plan for return to coursework.

GRIEVANCE POLICIES

Policies and procedures for student grievances (academic and nonacademic), may be found on [CSUSB policy for Student Non-Academic Grievance Policy and Procedures](#) and [Academic Advising](#) page for academic grievances and procedures.



CAMPUS EMERGENCIES

If class is canceled for any reason, log into your student email or look on Canvas for further instructions.

[The Campus Accessibility Guide](#) provides information on access to both the San Bernardino and Palm Desert. Primarily designed to assist students with disabilities navigate both campuses safely, it provides valuable information on where to go and routes of egress in case of campus closure or emergency.

For information on campus closures, updates due to weather conditions, fire hazards, or other natural disasters, contact the CSUSB emergency hotline at 909-537-5999.

For campus non-emergencies, you can contact University Police (UPD) at the non-emergency line at 909-537-7777.

If it is an emergency dial 9-1-1.

ACADEMIC PROGRAM DISCONTINUATION POLICY

Information on the [CSU Academic Program Discontinuation](#) policy can be found on the CSU website.



Financial Information



GRADUATE RESIDENT TUITION AND FEES

Tuition and fees are published on the CSUSB [Student Financial Services](#) department website. Please note that fees are subject to change.

SCHOLARSHIP, LOANS, AND FINANCIAL AID

The [Financial Aid](#) office offers programs that provide support for students to help meet the costs of obtaining a college education. Funding for such programs is provided by the federal and state governments, the individual colleges and universities, and a variety of other public and private sources. Please visit the [Financial Aid](#) office website for further information.



CSUSB's Office of Financial Aid and Scholarships assists students with applying for grants and educational loans. Students applying for the Free Application for Federal Student Aid (FAFSA) online at <https://fafsa.ed.gov> will need the CSUSB school code: 001142.

Scholarships are also available to CSUSB students. Contact the Office of Financial Aid and Scholarships, or visit their website, for further information and applications.

The University is approved for educational benefits by the Veteran's Administration. Please inquire at the Office of Financial Aid and Scholarships for more information.



Student Resources

The following are additional resources available to you as a student.



CAREER CENTER

The mission of the Career Center is to support the career readiness of all students and alumni by providing advising, assessment, workshops, career events, employer networking opportunities, internships, and job opportunities that result in the establishment or advancement of personalized career goals. Visit them at the [Career Center](#) website.

COUNSELING & PSYCHOLOGICAL SERVICES (CAPS)

CSUSB's Counseling and Psychological Services promotes mental wellbeing of CSUSB students, the campus community and the surrounding region. This is achieved through mental health counseling, advocacy, and outreach and consultation in a safe, supportive and culturally-informed environment. Services are available who are enrolled at CSUSB or extension courses. For more information, visit the [CAPS website](#). To make an appointment, call at 909-537-5040.

ENGLISH LANGUAGE SUPPORT CENTER (ELSC)

CSUSB understands that English Language Learners come from diverse backgrounds and have a rich variety of educational experiences. The ELSC provides a welcoming environment that can help students, as well as faculty and staff, make the university experience rewarding and successful. Visit [ELSC](#) at their website.



OFFICE OF THE REGISTRAR

The Office of the Registrar is committed to helping students meet their degree objectives. By building positive working relationships with students and providing quality services, students are able to navigate through their academic careers to lead to successful professions. For more information you can visit the [Office of the Registrar](#) at University Hall, Suite 171 or their website.

SERVICES TO STUDENTS WITH DISABILITIES (SSD)

The Office of Services to Students with Disabilities (SSD) strives to empower students with disabilities by fostering skills of self-advocacy, resourcefulness, and independence. SSD works collaboratively with the campus community to remove barriers and promote an enriched learning environment where students with disabilities can utilize their skills, and pursue their academic and personal development goals.

The application process is easy and available online by visiting the [SSD website](#) and click on the registration form to apply. More information on the type of documentation needed is also available along with the type of services available, the process of applying and additional resources for students with disabilities. They are located in University Hall, Suite 183.

STUDENT HEALTH CENTER (SHC)

The mission of the [Student Health Center](#) is to provide compassionate, accessible, and cost effective clinical and preventative health service for the student community. SHC provides first aid and basic out-patient care services. See their website for more information.

The R.D. and Joan Dale Hubbard Student Health and Psychological Counseling Center provides basic health and mental health services to students at the Palm Desert campus. You can visit their [website](#) for more information.



WRITING CENTER

The Graduate Writing Center is a resource reserved for graduate students. The writing consultants will work with students, faculty, and staff on any writing project at any stage of the writing process. They will meet with students online or in-person.

Appointments for the Graduate Writing Center can be scheduled for one hour and students are allowed up to two appointments any given week. To schedule an appointment, you will need to register for an account at the [Writing Center Scheduling App.](#) For more information specific to the [Graduate Writing Center](#), including how to schedule a Zoom consultation, visit them at their website.

SPEAKING CENTER

The Speaking Center is a resource for all CSUSB students. They specialize in the following:

- Help with organization
- Topic ideas
- The structure of a speech
- Quality sourcing and content
- Managing public speaking anxiety
- Providing strategies for speaking apprehension
- Real-time constructive feedback
- Polish communication and presentation skills



Graduate Student Honors, Awards & Recognition



NURSING ORGANIZATIONS

Sigma, International Honor Society of Nursing

CSUSB is pleased to have a chapter of Sigma, International Honor Society of Nursing. The CSUSB chapter is the Rho Beta Chapter. The mission of Sigma is to advance world health and celebrate nursing excellence in scholarship, leadership, and service. Graduate students who meet eligibility criteria are invited to join Sigma. To be eligible for graduate student membership in Sigma, students must:

- Have completed 1/4 of the nursing curriculum.
- Achieve academic excellence. For universities that use a 4.0 grade point average system to measure academic achievement, graduate students must have a cumulative grade point average (GPA) of at least 3.5. GPAs are computed according to the policies of the University.
- Meet the expectation of academic integrity.

Students in graduate programs who are registered nurses, legally recognized to practice in their country, and have a minimum of a baccalaureate degree or the equivalent in any field, shall be eligible to be considered for Nurse Leader membership at any point in the program.



HONORS, AWARDS & RECOGNITION

School of Nursing Honors

School of Nursing honors are awarded based on recommendation by the faculty of the School of Nursing. To receive a recommendation for honors, students must:

1. Show a clear demonstration of professionalism in all aspects of their educational experience.

- Demonstrates and models behaviors that display the mission, vision, and values of the School of Nursing.
- Demonstrates and models behaviors that elevate the practice of professional nursing.
- Demonstrates respect to peers, faculty, staff, patients, and facility staff.
- Abides by CSUSB and School of Nursing policies and guidelines.
- Engages in appropriate interpersonal communication and conflict resolution strategies, while respecting the dignity of others and the chain of command.
- Behavior reflects positively on CSUSB and the nursing program.

2. Integrity in academic performance.

- Demonstrates responsibility in maintaining quality and timeliness of all work submitted.
- Abides by CSUSB Student Conduct Code.
- In incident of cheating.
- No incident of falsifying documents.
- No evidence of HIPAA violations.
- No evidence of inappropriate discussion of others (i.e., slander).

No evidence of inappropriate use of social media. 3. No substantiated violation of the standards and guidelines of the University, college, department, and the profession of nursing as determined by the Chair.

4. Minimum GPA of 3.6 on all nursing courses taken at CSUSB.



School of Nursing Outstanding Academic Achievement Award

The recipient of this award is selected by the School of Nursing faculty. One award is given to a member of each graduating cohort who consistently demonstrated outstanding academic performance in all nursing theory and clinical courses. The student with the highest nursing GPA who is also eligible for School Honors and who did not repeat, withdraw from, and receive an incomplete in nursing courses (e.g. W or I in a nursing course) will be selected for this award. In the event of a tie, more than one award may be given.

School of Nursing Outstanding Student Leadership Award

Awarded to one student in each graduating cohort. Faculty will invite students with a GPA in the top 10% of their cohort to submit an application for the leadership award. The application must include a personal statement describing their leadership activities. Students are encouraged to describe leadership among their peers, in the clinical setting, the nursing program, community, or the profession.

School of Nursing Outstanding Graduate Student Award

The School of Nursing selects a graduate from each graduating cohort as the School Outstanding Graduating DNP Student. The criteria used to make the selection are the same criteria used by the College of Natural Sciences to select the College Outstanding Graduate Student. Students selected as the School of Nursing Outstanding Graduate Student are eligible to apply to be recognized as the College of Natural Sciences Outstanding Graduate Student. Students under consideration may be asked to submit a description of their personal accomplishments as related to each of the selection criteria.

- GPA - i.e., in the highest tier within the student's graduating cohort.



- Academic Excellence - e.g., awards or honors received, offer of a job in the field, engagement in professional development.
- Development (e.g., workshops, institutes, training sessions, conferences).
- Scholarship Activities - e.g., research projects for classes, individual or group research mentored by a faculty member outside of class, high-quality MSN project applying to evidence to population health practice, presentations of research on or off campus, published abstracts, or research papers.
- Service Activities - e.g., involvement in any departmental clubs or other campus clubs, student government, community service, tutoring/mentoring service, employment as a teaching assistant or grader, etc.
- Leadership Roles - e.g., in student clubs, campus government, professional societies, community organizations relevant to the discipline.

White Coat Ceremony

The CSUSB DNP faculty invite all DNP students to attend the White Coat Ceremony. This ceremony marks the beginning of the APRN students' journey. It welcomes students to advanced healthcare practice and elevates the value of humanism as the core of healthcare. It emphasizes compassionate, holistic, collaborative, scientifically excellent care. The most important element of the ceremony is the oath that students take in front of family, school leadership and their peers to acknowledge their central obligation of caring for the patient. The White Coat Ceremony will be held during the days students are on campus for clinical simulation lab.



Recognition Ceremony

The CSUSB nursing faculty invite nursing students to join them in the sisterhood and brotherhood of the honored and most trusted profession, nursing, at the end-of-program a Recognition Ceremony held at the end of each term. The ceremony is held to recognize those who completed the CSUSB nursing programs: Pre-licensure BSN, RN to BSN, MSN, and DNP. Thus, the ceremony includes new BSN graduates entering the profession for the first time as well as experienced RNs who are RN to BSN and MSN and DNP graduates entering new roles in the profession of nursing.

Graduates recite the International Pledge for Nurses and are presented with a pin representing nursing and CSUSB. A special and solemn ceremony, it is rich with symbolism. In ancient times, members of an order of knights, the Order of the Knights of the Hospital of St. John of Jerusalem, were given a Maltese cross as recognition of their vow to serve the wounded, sick, and infirm. Modern nursing ceremonies are traced back to Florence Nightingale, who presented medals of excellence to her graduates. Pinning ceremonies of today recognize the importance of professionalism, knowledge, caring, and compassion of nurses who are devoted to the welfare and wellbeing of society.

Representatives of the Pre-licensure BSN, RN to BSN, MSN and DNP classes are encouraged to participate in the planning of this ceremony as well as attend. Faculty invite and thank nursing faculty, students, and staff who volunteer to help plan the ceremony and assist in the event's activities.





Contact Information

 909-537-5380

 nursinginfo@csusb.edu

 5500 University Pkwy, HP-215

San Bernardino, CA 92407

 www.csusb.edu/nursing



School of Nursing