



St. John's College Policies and Procedures

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SYSTEM: HSHS	MANUAL(S): HSHS St. John's College Policies
TITLE: Student Resources Policy	ORIGINATING DEPARTMENT: St. John's College
EFFECTIVE DATE: 07/01/2026	REVISION DATE(S):
SUPERCEDES: Local ministry handbooks/catalogs/policies adopted prior to the effective date of this policy.	

Purpose:

The purpose of this policy is to establish student responsibilities for obtaining, maintaining, and utilizing the technology, equipment, educational resources, and materials required to successfully participate in academic, laboratory, simulation, clinical, and distance education activities at St. John's College of Nursing.

Policy:

I. Student Responsibilities

- a. Students are responsible for obtaining, maintaining, and utilizing all required technology, equipment, uniforms, educational resources, and course materials necessary to meet program requirements.
- b. Students are responsible for all costs associated with obtaining, maintaining, replacing, and updating required technology, equipment, uniforms, and educational resources unless otherwise provided by the College.
- c. Students must comply with technology, equipment, identification, and uniform requirements established by clinical agencies and educational partners.
- d. Students are responsible for:
 - i. Purchasing a device that meets College specifications
 - ii. Completing device setup before orientation/classes
 - iii. Installing required applications
 - iv. Registering devices with College systems
 - v. Maintaining battery charge during class and testing activities
 - vi. Keeping operating systems updated
- e. Failure to maintain required resources may result in the inability to participate in coursework, laboratory experiences, simulation activities, clinical experiences, testing activities, or other educational requirements.
- f. The College publishes required technology specifications, equipment requirements, uniform standards, and educational resource requirements and may update such requirements as necessary to support program operations, instructional technologies, accreditation requirements, clinical agency requirements, and student learning needs.

II. Technology Requirements

- a. Students must maintain access to technology meeting College requirements and sufficient to participate in their academic program.



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- b. Required technology may include:
 - i. A laptop computer meeting College specifications
 - ii. Reliable internet access
 - iii. A smartphone or smart device capable of supporting required authentication applications
 - iv. A functional webcam and microphone
 - v. College-required software applications
 - vi. Other technology required by specific courses, programs, clinical agencies, or educational activities
- c. Program-Specific Technology Requirements
 - i. Technology requirements vary by academic program.
 - ii. Program-specific requirements shall be published by the College and incorporated into applicable catalogs, student handbooks, technology specifications, and program materials.
- d. Pre-RN Licensure Nursing Programs
 - i. Students enrolled in pre-RN licensure nursing programs, including the Bachelor of Science in Nursing (BSN) and Licensed Practical Nurse to Bachelor of Science in Nursing (LPN-BSN) options, must possess a Microsoft Windows laptop meeting current College specifications.
 - ii. The laptop must include a functional webcam and microphone.
 - iii. The following devices do NOT satisfy the College laptop requirement:
 - 1. Apple/macOS devices
 - 2. Chromebooks
 - 3. Tablet-only devices
- e. Post-licensure and Graduate Programs
 - i. Students enrolled in post-licensure and graduate programs must possess a laptop computer capable of supporting software, educational technologies, and course activities required by the College.
 - ii. Additional program-specific technology requirements may be established by the College.

III. Technology Readiness

- a. Students are responsible for:
 - i. Purchasing and maintaining required technology
 - ii. Completing device registration and configuration requirements
 - iii. Installing required software applications
 - iv. Maintaining current operating system updates
 - v. Ensuring devices are functional and available during educational activities
 - vi. Maintaining adequate battery charge during classes, testing, laboratory, simulation, and clinical activities
 - vii. Completing required multi-factor authentication setup and maintaining access to required authentication applications.
- b. Students who fail to maintain required technology or technology readiness may be unable to participate in educational activities.

IV. Required Educational Resources

- a. Students are responsible for obtaining and maintaining access to educational resources required by the College and their academic program.



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- b. Required educational resources may include:
 - i. ATI products and services
 - ii. Electronic learning resources
 - iii. Textbooks and digital course materials
 - iv. Clinical documentation systems
 - v. Simulation software
 - vi. Testing and assessment platforms
 - vii. Other educational resources designated by the College
 - c. Required educational resources designated by the College are mandatory components of the educational program and may not be substituted, waived, or replaced except as authorized by the College.
 - d. The method by which required educational resources are obtained shall be determined by the College and may include direct student purchase, College-administered fees, tuition, course fees, College-designated vendors, or other approved mechanisms.
 - e. When specified by the College, students must obtain required educational resources through College-designated vendors, purchasing processes, or distribution methods.
- V. Required Equipment and Supplies**
- a. Students are responsible for obtaining and maintaining required equipment and supplies.
 - b. Required equipment may include:
 - i. Stethoscope
 - ii. Watch with second hand or timing capability
 - iii. Clinical equipment specified by the College
 - iv. Laboratory and simulation supplies
 - v. Other program-specific equipment
 - c. Students are responsible for replacing lost, stolen, damaged, or non-functional required equipment.
- VI. Uniforms and Clinical Attire**
- a. Students are responsible for obtaining and maintaining uniforms and clinical attire that meet College and clinical agency requirements.
 - b. Required items may include:
 - i. Official College scrubs
 - ii. Identification badges
 - iii. Clinical footwear
 - iv. Other attire required for laboratory, simulation, or clinical experiences
- VII. Technical Support**
- a. The College provides support for technology that meets published College specifications.
 - b. The College cannot guarantee compatibility, functionality, or technical support for devices or technologies that do not meet published requirements.
- VIII. Equipment Failure**
- a. Students are responsible for maintaining a functional backup plan for technology-related disruptions.
 - b. Technology malfunctions, unsupported devices, inadequate battery life, loss of internet access, forgotten passwords, software issues, equipment failure, or failure to maintain required resources do not automatically constitute grounds for examination



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interruption, examination rescheduling, assignment extensions, or other academic accommodations.

IX. Administration

- a. The Chancellor or designee is authorized to establish and publish Technology Specifications, Required Equipment Lists, Uniform Standards, and Educational Resource Requirements necessary for implementation of this policy.
- b. The Chancellor or designee shall publish and maintain annual Technology Specifications, Required Equipment Lists, Uniform Standards, and Educational Resource Requirements. Published specifications may be modified as operational, instructional, accreditation, regulatory, vendor, or clinical agency requirements change.