

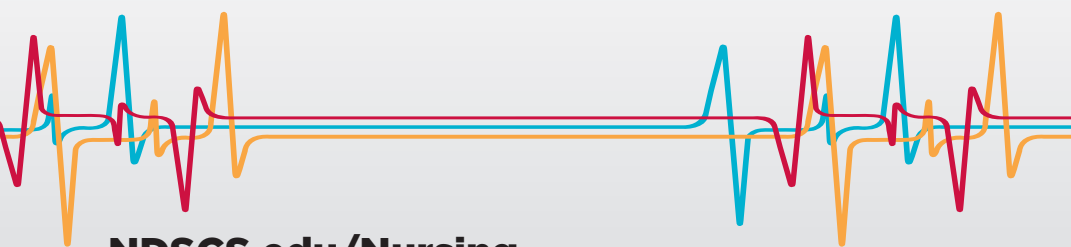


# PRACTICAL NURSING

Program Information and Selection Process Booklet



Spring 2023/Fall 2023



[NDSCS.edu/Nursing](https://NDSCS.edu/Nursing)

**NDSCS**  
THE SCIENCE OF SUCCESS.  
North Dakota State College of Science

# INTRODUCTION

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Dear Practical Nursing Applicant:

Thank you for your interest in our Practical Nursing (AAS) Program at **NDSCS-Wahpeton Campus**.

The Practical Nursing Program is a selective enrollment program and has *specific criteria for selection*. Points are awarded for each criterion with applicants being selected according to their total score.

Application deadlines are **October 15<sup>th</sup>** (beginning Spring Semester) and **April 1<sup>st</sup>** (beginning Fall Semester). The selection committee will notify the applicants of their admission status via email.

Applicants must ensure that all requirements are complete and on file with the Practical Nursing program by the selection deadline(s). Incomplete files will be disqualified from the selection process.

It is highly recommended that applicants contact the Practical Nursing Program to ensure that selection requirements have been received. Call 1-800-342-4325 ext. 32967 or 701-671-2967, or email us at [sonja.fenske@ndscs.edu](mailto:sonja.fenske@ndscs.edu)

Review this booklet and if you have any additional questions or concerns, please feel free to contact us.

Jeri Christiansen, MSN, RN  
Program Coordinator  
NDSCS Practical Nursing Program

## PROGRAM SELECTION DETAILS

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Please review all sections of this booklet to familiarize yourself with the Practical Nursing selection process. It is the applicant's responsibility to ensure a complete selection file.

### **Program Selection Details**

#### **Steps for Selection – First Step/Second Step**

#### **Essential Functions for Nursing Students**

#### **Allied Health Selection Process Assessment**

#### **Additional Program Requirements (Accepted Students)**

#### **Frequently Asked Questions**

#### **Quick Resources**

#### **Selection Process Checklist**

#### **Required Forms**

#### **Additional Program Information**

The NDSCS Practical Nursing Program has specific point-based selection criteria required for acceptance into the program. The program has limited enrollment and once program capacity has been reached, an alternate list will be established, also based on points.

Acceptance to the college does not constitute acceptance into the Practical Nursing Program.

A scheduled visit to the college and meeting with a Practical Nursing Program faculty member is encouraged. It is also highly recommended that the applicant checks in with the program to ensure that all selection requirements have been received prior to the deadline date(s). Incomplete files will not be considered for acceptance.

Applicants who apply after the deadline date(s) (*NDSCS Application is dated after October 15<sup>th</sup> or April 1<sup>st</sup>*) can complete the selection process and be placed on a waiting list. Selection could occur if all alternates are accepted and an opening in the program occurs.

## STEPS FOR SELECTION

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1. Complete the NDSCS admission process and submit an official high school transcript and all official college transcripts to the Office of Admission.

New Student/Transfer Student	Current Student or Continuing	Returning Student
Application	Change of Program	Re-Application
Forms can be found at <a href="http://www.ndscs.edu/apply">www.ndscs.edu/apply</a>		

High School Transcript (or GED)
The final *official (or in-progress) high school transcript or GED will need to be submitted to the Office of Admission.
College Transcript(s)
College transcripts must be <u>*official</u> and submitted to the Office of Admission. If the applicant is currently completing college courses, an official transcript must be submitted after semester completion. <i>Information about transfer of courses</i> can be obtained by emailing <a href="mailto:ndscs.studentrecords@ndscs.edu">ndscs.studentrecords@ndscs.edu</a> or <a href="http://www.ndscs.edu/tes">www.ndscs.edu/tes</a>

**\*Official transcripts are complete records of your educational background and must be sent to the Office of Admission directly from the high school and/or colleges you have attended. Transcripts must be signed by a school/college official and stamped with the official school/college seal. Photocopies/faxes of transcripts from the school/college attended are not considered official. The request for a transcript must be from you.**

2. Applicants without a United States high school transcript (four years), will be required to complete English language proficiency exam(s) and meet the benchmark score(s) prior to continuing the selection process. Email the Program Selection Contact (see *Quick Resources*) to schedule the assessment(s) if this applies.

3. Complete the **Supplemental Program Application** for Practical Nursing-Wahpeton.

Supplemental Application	Format
The Supplemental Application is located at <a href="http://www.ndscs.edu/nursing">www.ndscs.edu/nursing</a> click on Program Selection Process and indicate Practical Nursing Program.	Complete <u>after</u> submitting the Application for Admission to NDSCS

4. Submit a high school transcript/GED with a 2.0 GPA or higher. If an applicant fails to meet the high school/college GPA of a 2.0, the following requirement applies: they must complete, or be in the process of completing, at least 12 general education courses from the nursing curriculum and achieve a final grade of “C” or higher to apply/begin the program. Submit official transcripts from all colleges attended.

\* See Step 1 for information about High School/College Transcript(s).

5. Submit official ACT and/or placement testing results to the Office of Admission. Results must meet the criteria to enroll in ASC 93 Algebra Prep III the first semester of the program OR submit an official college transcript with ASC 93 (or higher level of Math) completed.

Higher level math courses would include MATH 102 Intermediate Algebra, MATH 103 College Algebra or MATH 210 Elementary Statistics. Final grade must be a “C” or higher.
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6. Complete the selection process assessment examination and meet the program benchmark score of **45** or higher. Exam can be retaken once.

\* See Allied Health Selection Process Assessment in this booklet.

7. Review the Essential Functions for Practical Nursing Students (found in ***Additional Program Information***) and submit the **Essential Functions Verification** form.

If you cannot meet an Essential Function, please schedule an appointment with the Nursing Department Chair prior to continuing the selection process. *\*Form included in this booklet.*

## NDSCS ALLIED HEALTH SELECTION PROCESS ASSESSMENT

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The program you are applying to requires a selection process assessment. The assessment currently being utilized is the **Test of Essential Academic Skills (TEAS-7)** by Assessment Technologies Institute (ATI).

The ATI TEAS is designed specifically to assess a student's preparedness for entering a health program. The ATI test is comprised of 170 questions set up in multiple choice format with four-option answers. Questions are designed to test the basic academic skills you will need to perform in class in the areas of Reading, Math, Science and English and Language Usage.

TEST DETAILS	READING	MATHEMATICS	SCIENCE	ENGLISH AND LANGUAGE USAGE
Number of Questions	39	34	44	33
Time Limit (Minutes)	55 minutes	57 minutes	60 minutes	37 minutes
Specific Content Covered	Key ideas & details, craft & structure, integration of knowledge & ideas, pre-test questions	Numbers & algebra, measurement & data, pre-test questions	Human anatomy & physiology, life & physical sciences, scientific reasoning, pre-test questions	Conventions of standard English, knowledge of language, vocabulary acquisition, pre-test questions

For information on preparing for your TEAS, visit [www.atitesting.com](http://www.atitesting.com)

**You can take the ATI TEAS Exam through one of two ways:**

- TEAS – at an approved institution testing center
- TEAS at ATI – an online exam using ATI Remote Proctors

**\*\*If you wish to take the 'TEAS at ATI' {an online exam using ATI Remote Proctors} please use this link: <https://atitesting.com/teas/register>. From the drop-down menu select either ATI Remote Proctor- Nursing or ATI Remote Proctor- Allied Health**

## **STEPS FOR BOOKING/SCHEDULING TEAS:**

### **Schedule Assessment**

Complete the NDSCS College Application process to an Allied Health program. Testers must have a current NDSCS application on file to schedule a TEAS test at this site. If testing accommodations are required, a request must be submitted 4 weeks PRIOR to test date.

### **To book a testing appointment at the NDSCS Test Centers (Wahpeton or Fargo)**

Please use this link to take you to the TEAS Test bookings page:

<https://outlook.office365.com/owa/calendar/NDSCSTestCenter@ad.ndus.edu/bookings/>

You must schedule your test PRIOR to the selection deadline for the program you are applying to. There are numerous testing dates/times available each month. Once you book, you will get a email confirmation with reminder messages bringing a photo ID and credit card payment on the day of testing. You will also get reminders 1 day and 1 hour prior to testing. Testers needing to cancel or reschedule will be able to do this through Bookings.

### **Accommodation Requests**

Requests for testing accommodations and supporting documentation should be submitted 3 weeks in advance. Contact the NDSCS Accessibility Coordinator Mindi Bessler at 701-671-2623 or [mindi.bessler@ndscs.edu](mailto:mindi.bessler@ndscs.edu) .

### **Day of Testing** *{only if testing in person at NDSCS}*

Arrive 15 minutes prior to start time.

The examinee should have an ID which is government-issued with a current photograph and examinee's signature and permanent address.

Test is payable via credit card by the applicant the day of testing. The current cost of the assessment is **\$65.00** (subject to change-verify with program prior to testing).

Calculators are not allowed. If a calculator is required for a question, one will appear on the testing screen.

Food or drinks are not allowed in the testing room.



## **Benchmarks**

The benchmark for the TEAS test, for the program you are applying to, is listed on the Program Factsheet and is also listed in this booklet. Benchmarks are not the same for all programs.

*Benchmark means you must meet this score (or above) to apply to the program.*

## **TEAS Score**

You will receive your TEAS score immediately after testing in your ATI account. You can visit, email or call the program contact to review your score, discuss possible retakes and review your selection file to ensure all requirements are complete. If you wish to meet with a *program advisor* that day, please schedule the appointment *prior* to your testing day.

## **Retakes**

**One retake** is allowed per selection process (maximum of two TEAS within a calendar year). It is highly recommended scheduling your assessment date well in advance of the application deadline to allow time for a retake, if needed. There is a minimum of two weeks between testing dates for retakes.

## **Previous TEAS Results**

If you have already completed a TEAS Assessment and met the benchmark for the program you are applying, you can use the score for this selection process. An official transcript must be ordered and sent to the program via ATI. Go to [www.atitesting.com](http://www.atitesting.com) to order an official transcript. \*If you completed this assessment at NDSCS for a different selection process, an official transcript does not need to be ordered. Contact the program to have the assessment moved into the current selection process.



# Frequently Asked Questions

## When is the deadline to apply?

**October 15<sup>th</sup>** (beginning spring semester) and **April 1<sup>st</sup>** (beginning fall semester) for the Wahpeton campus.

## How do I apply to NDSCS and where do I find the Supplemental Application to the Nursing Program?

[www.ndscs.edu/become-wildcat/apply](http://www.ndscs.edu/become-wildcat/apply)

<https://www.ndscs.edu/academics/academic-departments-programs/nursing/program-selection-process>

## How soon will I know if I've been selected to begin the program?

Acceptance letters are generally **emailed** within one to two weeks of the deadline date. It is the applicant's responsibility to ensure their correct email address is on file with the Practical Nursing Program.

## When I receive my notification letter, what do the different status terms mean?

**Accepted** – File is complete with high overall admission score.

**Conditional Acceptance** – Missing documentation for admission file. Example would be final college transcript or waiting for final grades to be posted.

**Alternate** – Means that should an accepted applicant decline their position in the program, an alternate will be accepted in their place.

**Non-Acceptance** – Not accepted in this selection pool; could be for various reasons, including not meeting admission criteria, incomplete file or low overall admission score.

## How many are selected for each class?

30-32 applicants are selected (dependent on clinical site placements).

## What is the selection assessment and how do I schedule a date/time?

The assessment to complete for the current selection process is **Test of Essential Academic Skills (TEAS-7)**. Information about your testing process will be reviewed fall semester.

The exam is administered at the Wahpeton & Fargo Testing Center. Check with the program to see how to access the booking/scheduling link.

**Is there a benchmark that must be met for the selection process assessment to apply?**

Yes, the benchmark score to apply to the program is **45**. The assessment can be retaken once within one calendar year.

**Can I study prior to taking the TEAS?**

Yes. Review the TEAS Study Manual available for purchase as a printed study manual or the new eBook. (\$25)

Additional information and study guides are also available at [www.atitesting.com/teas/study-manual](http://www.atitesting.com/teas/study-manual)

**If I have already taken the TEAS, can I use that score for my selection process?**

Yes, a previous TEAS score may be used if it is a current version (or one version behind). It must be submitted to the program via an official transcript order through the ATI website. Scores submitted by the applicant will not be accepted. Please contact the program if you will be using a completed TEAS for more information.

**Who should I contact to make sure my application/selection file is complete?**

Office of Admission (for campus application process)  
ndscs.admissions@ndscs.edu | 701-671-2521

Practical Nursing Program (for program selection process)  
Sonja Fenske | sonja.fenske@ndscs.edu | 701-671-2967

**I am not sure which courses will transfer?**

Email NDSCS Student Records at [ndscs.studentrecords@ndscs.edu](mailto:ndscs.studentrecords@ndscs.edu) , call 701-671-2521; or visit <https://www.ndscs.edu/become-wildcat/admission-information/transfer-ndscs/transfer-information-guide> or click on [www.ndscs.edu/tes](http://www.ndscs.edu/tes) to see which credits may transfer to NDSCS.

**If I am not admitted, can I re-apply?**

Yes, you may re-apply, and your selection process will begin again. Contact the program to have your file rolled over to the next selection process. This can be done by contacting Sonja Fenske at 701-671-2967 or emailing: [sonja.fenske@ndscs.edu](mailto:sonja.fenske@ndscs.edu)

\*Program selection is both fall and spring semesters at the NDSCS Wahpeton Campus. Selection at the NDSCS-Fargo site only occurs every two to three years, if approved.

**If I have further questions, or want to schedule a visit who do I contact?**

We encourage questions! Use the contact information listed in the Quick Resources chart on the next page to ensure that the question you have is being answered by the correct contact. We also strongly encourage interested individuals to schedule a visit to our campus. You can see our excellent facilities, talk to program staff and meet with a program faculty member. To schedule a visit, go to [www.ndscs.edu/tour](http://www.ndscs.edu/tour) or call 701-231-6935.

## QUICK RESOURCES

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Quick Resources		
Application to NDSCS	Website: <a href="http://www.ndscs.edu/apply">www.ndscs.edu/apply</a>	800-342-4325 ext. 32225 or 701-671-2225
Schedule a Campus Visit	Website: <a href="http://www.ndscs.edu/tour">www.ndscs.edu/tour</a>	800-342-4325 ext. 32521 or 701-671-2521
Transcripts/Transfer Credits	Email: <a href="mailto:ndscs.studentrecords@ndscs.edu">ndscs.studentrecords@ndscs.edu</a> Website: <a href="http://www.ndscs.edu/tes">www.ndscs.edu/tes</a>	800-342-4325 ext. 32521 or 701-671-2521
Financial Aid	Email: <a href="mailto:ndscs.fin.aid@ndscs.edu">ndscs.fin.aid@ndscs.edu</a> Website: <a href="http://www.ndscs.edu/paying-for-college">www.ndscs.edu/paying-for-college</a>	800-342-4325 ext. 2207 or 701-671-2207
Program Selection Process	Email: <a href="mailto:sonja.fenske@ndscs.edu">sonja.fenske@ndscs.edu</a>	800-342-4325 ext. 32967 or 701-671-2967
TEAS Exam booking page	<a href="https://outlook.office365.com/owa/calendar/NDSCSTestCenter@ad.ndus.edu/bookings/">https://outlook.office365.com/owa/calendar/NDSCSTestCenter@ad.ndus.edu/bookings/</a> *Wahpeton Test Center 701-671-2256 *Fargo Test Center 701-231-6919 <a href="mailto:ndscs.fargotest@ndscs.edu">ndscs.fargotest@ndscs.edu</a> Website: <a href="https://ndscs.edu/testcenter">https://ndscs.edu/testcenter</a>	
ELL Requirements (if applies)	Email: <a href="mailto:sonja.fenske@ndscs.edu">sonja.fenske@ndscs.edu</a>	800-342-4325 ext. 32967 or 701-671-2967
Information about Program/Career	Email: <a href="mailto:jeri.christiansen@ndscs.edu">jeri.christiansen@ndscs.edu</a>	
Program Advisement	Email: <a href="mailto:jeri.christiansen@ndscs.edu">jeri.christiansen@ndscs.edu</a>	

## APPLICANT CHECKLIST

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### For Applicant Use Only

*This form does not need to be submitted and is for the applicant's use to track selection requirements.*

Use the checklist below to track your application requirements. Always check with the program to ensure receipt of each item, as incomplete files will NOT be considered for selection.

### College Admission Requirements - NDSCS Office of Admission

- |                          |  |                      |
|--------------------------|--|----------------------|
| <input type="checkbox"/> | Submit NDSCS Application for Admission                             | Date Submitted _____ |
| <input type="checkbox"/> | Submit Official High School Transcript                             | Date Submitted _____ |
| <input type="checkbox"/> | Submit Official College Transcript(s)                              | Date Submitted _____ |
| <input type="checkbox"/> | Submit Official ACT Scores <u>or</u><br>Complete Placement Testing | Date Completed _____ |

### Program Selection Requirements – Practical Nursing

- |                          |  |                      |
|--------------------------|--|----------------------|
| <input type="checkbox"/> | Submit Supplemental Application to Program               | Date Completed _____ |
| <input type="checkbox"/> | Submit Essential Functions Verification                  | Date Submitted _____ |
| <input type="checkbox"/> | Schedule Assessment Examination                          |                      |
|                          | Date/Time _____  | Score _____          |
| <input type="checkbox"/> | Schedule ELL Placement Assessments ( <i>if applies</i> ) |                      |

## REQUIRED FORMS

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### Essential Functions Verification

I have reviewed, understand and have the ability to perform the Essential Functions (included in this booklet), with or without accommodations, for the program I am seeking admission to. We encourage you to contact us if you have any questions about or need accommodations by calling the NDSCS Student Accessibility Coordinator at 701-671-2623.

\*If you do not have the ability to perform an Essential Function, with or without accommodations, a meeting with the Department Chair of the program you are applying to must be scheduled prior to continuing with the selection process.

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Program Applying to \_\_\_\_\_

Print Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_ Email \_\_\_\_\_

Please verify:

☐ English is my first language ☐ English is not my first language (refer to ELL Policy)

This form must be signed and submitted to the program to complete the selection process requirements.

**Submit the form by emailing [sonja.fenske@ndscs.edu](mailto:sonja.fenske@ndscs.edu)**

## ADDITIONAL PROGRAM INFORMATION

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Please review the following information to familiarize yourself with the Practical Nursing program.

**Essential Functions for Practical Nursing Students**

**Additional Program Requirements for Selected Students**

**Practical Nursing Program Fact Sheet**

**Suggested Sequence of Study**



# ESSENTIAL FUNCTIONS FOR PRACTICAL NURSING STUDENTS

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## Functional Ability/Activity-Attribute-Task

- **Emotional Stability**

Differentiate and establish personal and therapeutic boundaries (e.g. confidentiality/privacy)

Provide client with appropriate psycho social support

Deal with unexpected situations

Maintain attention on task

Perform multiple responsibilities concurrently

Handle strong emotions (e.g. grief, anger)

Have the emotional stability to function effectively under stress and to adapt to an environment that may change rapidly without warning and/or in unpredictable way

Maintain mature, sensitive and effective relationships with clients, students, faculty, staff, and other professionals under all conditions including highly stressful situations

Possess the emotional/mental health required for the full utilization of his or her intellectual capabilities and the exercise of good judgment necessary for working in any clinical site

Know if his or her values, attitudes, beliefs and emotions, and/or experiences affect his or her perceptions and relationships with others

Be willing and able to examine and change his or her behavior when it interferes with productive individual or team relationships

- **Analytical Thinking**

Gather data

Transfer knowledge from one situation to another

Assess and respond to change in patient's condition

Integrate information

Evaluate outcomes (e.g., effectiveness of care)

Problem solve

Prioritize nursing care

Utilize long term memory

Utilize short term memory

Organize tasks to completion

Think critically

Takes immediate action to meet patient requests or needs

- **Critical Thinking Skill**
  - Identify cause-effect relationships
  - Plan activities for others
  - Synthesize knowledge and skills
  - Complete tasks in a timely manner
  - Model accountability for learning by sharing knowledge and learning from others
- **Interpersonal Skills**
  - Manage conflict between persons
  - Respect differences in clients/families/co-workers
  - Establish and maintain rapport with clients/families/co-worker
  - Treat others with respect
  - Build effective working relationships
- **Communication Skills**
  - Communicate information (e.g., teach patient, family, or groups)
  - Explain procedures
  - Give oral and written reports
  - Interact with others (e.g., effective group participation)
  - Use the telephone – communicate summary of data
  - Advocate for patient
  - Direct activities of others
  - Convey information orally and in writing (e.g., charting, reports, papers)
  - Use computer
  - Employ therapeutic communication techniques
  - Assess and respond to verbal and non-verbal communication
- **Gross Motor Skills**
  - Move within confined space (e.g., around patient bed)
  - Provide standing support to patient
  - Manipulate equipment above shoulders (e.g., IV's)
  - Reach below waist (e.g., plug(ins)
  - Assist transfer of patient (e.g., bed to chair, bed to bed)
  - Reach across patient bed
  - Maintain patient / client safety at all times
- **Fine Motor Skills**
  - Pick up objects (e.g., syringe)
  - Grasp small objects (e.g., pills)
  - Write
  - Use a computer

Pinch/pick or otherwise work with fingers (e.g., syringe, gloving and small equipment)  
Turn knobs with hands on door or equipment  
Squeeze (e.g., eye dropper, IV tubing)  
Put on caps, gown, gloves, and mask  
Apply pressure (e.g., wounds)

- **Physical Endurance**

Sustain repetitive movements (e.g., CPR, ambu bagging)  
Work entire day

- **Physical Strength**

Push and pull 25 pounds (e.g., position clients, CPR, apply pressure to wound)  
Support 25 pounds of weight (e.g., ambulate client)  
Lift 25 pounds (e.g., transfer client)  
Move light objects up to 10 pounds  
Move heavy objects weighing from 10 to 45 pounds  
Defend self against combative client, restrain a client  
Carry equipment/supplies  
Use upper body strength (CPR)  
Squeeze (e.g., fire extinguisher)

- **Mobility**

Rotate body to attend to patient and equipment simultaneously  
Move quickly to respond to emergencies/patient needs  
Transfer patient (e.g., chair to commode, clinical sites such as hospital or client's homes)

- **Hearing**

Hear normal speaking level sounds (e.g., to communicate with client)  
Hear faint voices (e.g., elderly, oxygen deprived)  
Hear faint body sounds (e.g., blood pressure, heart and lung sounds)  
Hear in situations not able to see lips (when using masks)  
Respond to alarms (high/low frequency)

- **Visual**

Visualize objects up to 20 inches away  
Visualize objects up to 20 feet away  
Visualize objects more than 20 feet away  
Use depth perception (e.g., injections, assess height or depth of wound)  
Use peripheral vision

Distinguish color (e.g., patient secretions, and color-coded records)  
Distinguish color intensity (e.g., blue complexion, redness of blood)  
Respond to alarms

- **Tactile**

Feel vibrations (e.g., pulses, nerve responses, tremor)  
Detect temperature of room, skin  
Feel differences in surface characteristics (e.g., skin texture)  
Feel differences in sizes, shapes (e.g. palpate vein, perform assessment)

- **Smell**

Detect odors from patient  
Detect smoke  
Detect gases or noxious smells

- **Reading**

Read and understand written documents (i.e., patient charts, professional literature)  
Use anatomical design/diagrams correctly  
Display mathematic competence  
Read and understand columns of writing (e.g., flow charts)  
Read digital displays  
Read graphic printouts (e.g., vital signs, numbers, EKG strips, fetal monitor strips)  
Read analog and digital clock  
Convert numbers to/from metric

**Motor Functions**

Measure time (e.g., duration)  
Count rates (e.g., pulse)  
Use measuring tools (e.g., thermometer)  
Read Measurement marks (e.g., scales)  
Add, subtract, multiply, divide  
Computer fractions and medication dosages, IV rates, etc.  
Use a calculator  
Write numbers in records  
Maintain client /patient records

## PROGRAM REQUIREMENTS - IMMUNIZATIONS/VERIFICATIONS

Documentation (compliance check) of the following immunizations/verifications will be required. Students will not be allowed to participate in clinicals unless all requirements have been met. Immunizations, exams and certifications are at the students' expense. *Students accepted into the program will receive more information on how to create and pay for an account in the clearing house utilized by the program and how to upload the requirements prior to the program specific deadline date. DO NOT submit these requirements directly to the program.*

### Health Record Requirements:

- a. documented evidence of two Measles, Mumps, Rubella vaccination or Rubella positive titer.
- b. documentation of three Hepatitis B immunizations, positive titer or a waiver.
- c. documentation of two Varicella (Chicken Pox) vaccinations or proof of a positive titer.
- d. documentation of Tdap (Tetanus, Diphtheria & Pertussis) vaccination within the last ten years.
- e. documentation of a negative **two-step** TB Skin Test (Mantoux), QuantiFERON Gold blood test or Tspot. If positive, a copy of the lab report or a clear chest x-ray completed within the last year. This requirement will be a yearly renewal.
- f. \*documentation of a flu shot administered during the current flu season. **\*\*This requirement will not be due until October 1 to ensure administration of current vaccination and will be a yearly renewal.**
- g. documentation of COVID-19 series of vaccinations; including booster.
- h. documentation of current Health Insurance.

### Certifications:

CPR Certification – Basic Life Support (BLS) Provider from American Heart Association (AHA) OR Basic Life Support (BLS) for Healthcare Providers from American Red Cross (ARC) **ONLY**

### Background Check/Fingerprinting/Drug Screen:

Criminal Background Check, Minnesota Background Check  
Fingerprinting  
Drug screen  
Additional checks may be required (dependent on clinical site requirements)

### Health Insurance:

Submit documentation of current Health Insurance.

**Students must stay current with the above requirements while in the program. Additional immunizations (including COVID-19), background checks, drug screening, etc. may be required by clinical sites.**

**Suggested Sequence of Study (Standard)**  
*(Students fully admitted into the program)*

**Please Note:** This is a suggested sequence of study. Course sequencing may be impacted by transfer credits, unsuccessful course completion, course offerings and various other factors. Please meet with your Academic Advisor to ensure correct course enrollment and sequencing each semester.

**Developmental Credits Needed:**

Reading \_\_\_\_\_ ASC 82 \_\_\_\_\_ ASC 84  
Writing \_\_\_\_\_ ASC 86 \_\_\_\_\_ ASC 87 \_\_\_\_\_ ASC 88  
Math \_\_\_\_\_ ASC 90 \_\_\_\_\_ ASC 91 \_\_\_\_\_ ASC 92 \_\_\_\_\_ ASC 93

Placement in Mathematics, Writing and English depends on placement from exam results.

**If you are planning to transfer, please note:** ENGL 105 DOES NOT transfer; take ENGL 120, 125 or COMM 110 for transfer credits. MATH transfer credits include MATH 103, MATH 104 or MATH 210, among others.

FIRST SEMESTER				
Subject/Catalog	Course Title	Credits	Comments:	
BIOL 220	Anatomy & Physiology I	3		
BIOL 220L	Anatomy & Physiology I Lab	1		
NURS 101	Introduction to Nursing	5		
PSYC 250	Developmental Psychology	3		
PHIL 215	Contemporary Moral Issues	3		
FYE 101	Science of Success	1		

**Total Credits: 16**

SECOND SEMESTER				
Subject/Catalog	Course Title	Credits	Comments:	
BIOL 221	Anatomy & Physiology II	3		
BIOL 221L	Anatomy & Physiology II Lab	1		
MICR 202	Introductory Microbiology	3		
MICR 202L	Introductory Microbiology Lab	1		
NURS 102	Introduction to Adult Nursing	6		
PHRM 205	Pharmacology For Nursing	3		

**Total Credits: 17**

SUMMER SEMESTER				
Subject/Catalog	Course Title	Credits	Comments:	
NURS 231	Psychiatric Mental Hlth Nursg	2		

**Total Credits: 2**

THIRD SEMESTER				
Subject/Catalog	Course Title	Credits	Comments:	
ENGL 110	College Composition I	3		
NUTR 240	Princ. Of Nutrition (& Diet Th	3		
NURS 232	Adult Nursing	5		
NURS 233	Adult Nursing Clinical	5		

**Total Credits: 16**

FOURTH SEMESTER				
Subject/Catalog	Course Title	Credits	Comments:	
ENGL 120	College Composition II	3		
SOC 110	Introduction To Sociology	3		
NURS 245	Maternal Child Nursing	4		
NURS 246	Maternal Child Nursing Clinica	2		
NURS 250	Leadership In Long-Term Care	2		
NURS 251	NCLEX-PN Review	1		

**Total Credits: 15**

**TOTAL REQUIRED CREDITS FOR DEGREE: 66**

## Practical Nursing – AAS

### ► Contact Information

Jeri Christiansen, PN program coordinator  
 jeri.christiansen@ndscs.edu  
 701-671-2640  
 Mayme Green Allied Health Center 213M

### ► Delivery Methods

Face-to-Face: Wahpeton  
 Face-to-Face: \*\*Fargo  
 Combination

This **two-year** program is available to high school graduates or transfer students who are interested in pursuing a career in nursing. The curriculum is five semesters and awards an Associate in Applied Science degree in Practical Nursing. The graduate has an excellent opportunity for immediate entry into the health profession and/or transfer to an associate or bachelor's program for nursing. All general education courses are transferable within the NDUS system. Application deadlines are April 1 (starting fall semester) and October 15 (starting spring semester). Practical nurses have excellent job opportunities, which include employment in hospitals, long-term care facilities, clinics, home health, hospice, schools, and industry.

The first two semesters of the program consist of classroom, laboratory, and clinical instruction at the college and local long-term care facilities. The final three semesters of the program include clinical affiliations in adult, maternal-child, psychiatric, long-term care, home health, and clinic nursing. Interactive Video Network (IVN) classroom course work is utilized in Wahpeton or Fargo. Tutoring is available at the Academic Services Center (ASC) for many general education and some nursing courses.

Criminal background checks will be required. A previous conviction may affect clinical rotations and a state board of nursing could deny an application for licensure as a Practical Nurse. If arrested, charged and/or convicted of any felony, the applicant is required to meet with the department chair. A federal criminal history background check will also be required to test for the NCLEX-PN.

The NDSCS Practical Nursing program is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, 404-975-5000, and has full approval from the North Dakota Board of Nursing, 919 South 7th Street, Suite 504, Bismarck, ND 58504, 701-328-9777.

This program requires access to a personal laptop and printer, capable of completing the assignments/testing required by the program, with a current operating system and webcam/microphone. Tablets and Chromebooks are not compatible with online classes/testing.

Course Code	Course Title	Credits
NURS 101	Introduction to Nursing	5
NURS 102	Introduction to Adult Nursing	6
NURS 231	Psychiatric Mental Health Nursing	2
NURS 232	Adult Nursing	5
NURS 233	Adult Nursing Clinical	5
NURS 245	Maternal Child Nursing	4
NURS 246	Maternal Child Nursing Clinical	2
NURS 250	Leadership in the Long-Term Care Setting	2
NURS 251	NCLEX-PN Review	1
PHRM 205	Pharmacology for Nursing	3

### Related/General Education Courses

*BIOL 220	Anatomy and Physiology I	3
*BIOL 220L	Anatomy and Physiology I Lab	1
*BIOL 221	Anatomy and Physiology II	3
*BIOL 221L	Anatomy and Physiology II Lab	1
**ENGL 110	College Composition I	3
ENGL 120	College Composition II	3
FYE 101	Science of Success	1
*MICR 202	Introductory Microbiology	3
*MICR 202L	Introductory Microbiology Lab	1
NUTR 240	Principles of Nutrition (and Diet Therapy)	3
PSYC 250	Developmental Psychology	3
SOC 110	Introduction to Sociology	3
Humanities Elective— PHIL 210 Ethics		3

### Total Required Credits

66

\*This course has an expiration date of completion when transferring into the program. Check with the program.

\*\*A placement test may be required if you have not met the ENGL (110 or higher) requirement.

Practical Nursing (NURS) courses must be taken in sequence. Sequencing is available on the program website at [www.ndscs.edu/nursing](http://www.ndscs.edu/nursing).

### Equal opportunity policy

The NDSCS Department of Nursing adheres to the NDSCS college equal opportunity policy as stated in the *NDSCS Catalog*.

### Admission/Selection Requirements\*

Applicants will be admitted to the program following a selection process which needs to be completed prior to the deadline date(s) of **October 15 or April 1**. Applicants that apply after the deadline(s) can complete the selection requirements and be placed on a waiting list. If openings become available, they may be selected, based on points, until the first day of class.

1. Complete the NDSCS Application Process for Admission. Refer to the NDSCS website at [www.ndscs.edu/admissions](http://www.ndscs.edu/admissions) for details.
2. Applicants without a United States high school transcript (four years), will be required to complete English language proficiency exam(s) and meet the benchmark score(s) prior to continuing the selection process. Contact the program to schedule the assessments if this applies.
3. Complete the Supplemental Program Application for the Practical Nursing Program.
4. Submit a high school transcript /GED with a 2.0 GPA or higher. If an applicant fails to meet the high school /college GPA of a 2.0, the following requirement applies: they must complete, or be in the process of completing, at least 12 general education credits from the nursing curriculum and achieve a "C" or higher to apply to the program.
5. Submit official ACT and/or placement testing results to Enrollment Services. Results must meet the criteria to enroll in ASC 93 Algebra Prep III the first semester of the program OR submit an official transcript with ASC 93 completed with a "C" or higher.
6. Complete a program selection assessment examination and meet the program benchmark composite score of **45**. Exam can be retaken once.
7. Review Essential Functions for Practical Nursing Students and submit the Essential Functions Verification form.

### Criteria for Selection

A point system is utilized based on the following criteria: High School GPA or GED, assessment scores, most current college GPA (12 credits or more), grades in college level BIOL 220/220L, 221/221L and MICR 202/ 202L.

It is highly recommended the applicant contact the program periodically during the selection process to assure file completion. Incomplete files will not be considered for selection.

**Selection process details contact information and forms are in the Practical Nursing-AAS Program Information and Selection Process Booklet available at [www.ndscs.edu/nursing](http://www.ndscs.edu/nursing) (click on Program Selection Process) or contact the program at [alliedhealthcareers@ndscs.edu](mailto:alliedhealthcareers@ndscs.edu).**

*Program Selection Requirements are subject to revision. Please check the department or program website under Program Admission Requirements for current information*

For accepted students, specific immunizations, criminal background checks, CPR certification (Basic Life Support (BLS) Provider by American Heart Association (AHA) OR Basic Life Support (BLS) for Healthcare Providers from American Red Cross (ARC) ONLY), and health insurance are required by the program. *Additional requirements could include but not limited to: drug screening/ finger printing, state background checks, and COVID-19 vaccinations dependent on clinical site-specific student prerequisites. \*All requirements must remain current while in the program and will be at the students' expense.*

### Award

Upon successful completion of the required courses ("C" or higher), students will be awarded an Associate in Applied Science degree in Practical Nursing and be eligible for the National Council Licensure Exam for Practical Nurses (NCLEX-PN).

Revised April 2022





## NDSCS HEALTH PROGRAMS

- Dental Assisting
- Dental Hygiene
- Emergency Medical Services (EMS)
  - Emergency Medical Technician (EMT)
  - Paramedic Technology
- Health Information Technician
- Medical Coding
- Nursing
  - Practical Nursing (AAS-LPN)
  - Registered Nursing (ASN-RN)
  - Registered Nursing (AAS-RN)
- Occupational Therapy Assistant
- Pharmacy Technician
- Liberal Arts Transfer
  - Chiropractic
  - Clinical Laboratory Science
  - Dental
  - Medical
  - Nursing
  - Optometry
  - Pharmacy
  - Social Work



**NORTH DAKOTA STATE COLLEGE OF SCIENCE**  
**WAHPETON | FARGO | ONLINE**

**Equal Opportunity Policy** NDSCS adheres to the NDSCS college equal opportunity policy as stated in the *NDSCS Catalog*.

The North Dakota State College of Science is accredited by The Higher Learning Commission, 230 South LaSalle Street, Suite 7-500, Chicago, IL 60604, 800-621-7440.