

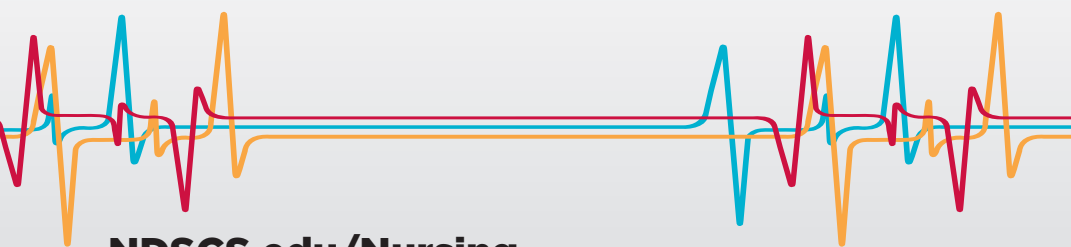


PRACTICAL NURSING

Program Information and Selection Process Booklet



FALL 2022/SPRING 2023



NDSCS.edu/Nursing

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

INTRODUCTION

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 15th** (beginning Spring Semester **2022**) and **April 1st** (beginning Fall Semester **2022**). 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

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

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

English Language Learner's (ELL) Placement Requirements

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 15th or April 1st*) 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

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 www.ndscs.edu/apply		

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 ndscs.studentrecords@ndscs.edu or www.ndscs.edu/tes

***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. Contact the program to schedule the assessments if this applies.

*** See English Language Learners (ELL) Placement Requirements in this booklet.**

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

Supplemental Application	Format
The Supplemental Application is located at www.ndscs.edu/nursing 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).*

Complete and submit the **Self-Reporting Course Completion/Grade Reporting** form to the Practical Nursing Program

Self-Reporting Course Completion/Grade Reporting
Complete the form by indicating which courses have been completed, where they were completed and the final grade. *If they are in-progress, indicate IP. If courses are being transferred in as a different Course Prefix/Course Title; access the link available on the form to ensure that the course is accepted as a transfer course. All courses must be passed with a “C” or higher.

**Form included in this booklet.*

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.

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 ENGLISH LANGUAGE LEARNERS (ELL) PLACEMENT REQUIREMENTS

English proficiency is required for success as a student in the NDSCS Allied Health Programs, and as an employee in the healthcare field.

Applicants that have not completed **4 years of U.S. high school**, must take the English language proficiency exams (listed below) and **achieve the benchmark score(s)** to apply to these programs.

MELAB (includes Grammar, Reading/Comprehension, Vocabulary and Writing)

CaMLA (includes Pronunciation Assessment)

MELAB Benchmark Scores		
Michigan Score (MELAB)	Writing (Essay) Score	Applicant Status
Average Score (of both) 79 or below		Recommend completion of specific courses (ELL Program of Study) <i>Exams can be retaken once</i>
Average Score (of both) 80 or higher		Applicant can continue selection process to the program
CaMLA Scores (Pronunciation Test)		
14 or Below		Recommend completion of specific courses (ELL Program of Study) <i>Exam can be retaken once</i>
15 - Above		Applicant can continue selection process to the program

If the applicant has a GED and was not born in the United States, the MELAB/CaMLA will need to be taken and benchmarks met.

Check with the MELAB contact below to schedule your assessment, either onsite or online.

To schedule the English language proficiency assessments contact:

MELAB:

Anneli Ryan, Coordinator
Intensive English Language Program
North Dakota State University (NDSU)
anneli.ryan@ndsu.edu

Cost: \$7.00

CaMLA:

Cindy Lee Deuser
Academic Services Center
North Dakota State College of Science
cindy.deuser@ndscs.edu

Cost: No Charge

Request your test results be sent to: alliedhealthcareers@ndscs.edu

Testing dates are limited for the MELAB (offered once a month), so it is highly recommended to begin this process as early as possible. CaMLA can be scheduled after completing the MELAB. Each exam can be retaken once.

Once both exams have been completed, the applicant will receive their scores.

If the applicant achieves the benchmark scores, the selection process to the program can continue. If the benchmark scores are not achieved, one retake is allowed for both exams.

If the benchmark scores are not achieved, it is recommended that the applicant complete the ELL Program of Study. Then retest to meet the benchmark scores. If the scores are met, the applicant can re-apply to the next available selection process to the program.

For assistance in registering for the ELL Program of Study, please contact:

Cindy Lee Deuser
Academic Services Center
North Dakota State College of Science
cindy.deuser@ndscs.edu

The TOEFL iBT can also be utilized to fulfill this requirement. *This assessment is not offered at NDSU or NDSCS.*

Minimum Cumulative Score of:

86 combined

AND Minimum individual Scores of:

Speaking	26
Writing	20
Reading	20
Listening	20

An official transcript must be submitted to fulfill the ELL requirement. Scores are valid for **two years** from the test date.

If the applicant achieves the benchmark score(s), the selection process to the program can continue. If the benchmark scores are not achieved, one retake is allowed per exam. *The MELAB and CaMLA could be taken for the reapplication process if the TOEFL is not available.

NDSCS ALLIED HEALTH SELECTION PROCESS ASSESSMENT

The program you are applying to requires a selection process assessment. The assessment currently being utilized is the **Test of Essential Academic Skills (TEAS)** 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	53	36	53	28
Time Limit (Minutes)	64 minutes	54 minutes	64 minutes	28 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

STEPS FOR 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 you need to take a TEAS for a college selection process other than NDSCS, visit www.atitesting.com to find a testing site in your area.

Email: alliedhealthcareers@ndscs.edu (or the contact specifically listed for your programs selection process) for testing dates/times the test is being offered, and to schedule your test PRIOR to the selection deadline for the program you are applying to. There are numerous testing dates/times available each month. If testing accommodations are required, a request must be submitted 4 weeks PRIOR to test date.

Testing Location: North Dakota State College of Science
Allied Health Center (GAHC)– 213A
800 6th Street North | Wahpeton, ND 58076

If you are not able to make your reserved testing date, or need to change dates, please contact the program, using the email above, as soon as possible.

Create an Account

Once you have scheduled your test date, you will receive emailed instructions for creating an account with ATI. Your account will need to be created PRIOR to your testing date. Bring your login and password with you the day of testing.

If you have a previous ATI account established, do not create another one. Bring your user id and password with you the day of testing.

DO NOT order your TEAS Assessment from the ATI website. ONLY create an account.

Day of Testing

Arrive 30 minutes prior to start time. Once testing has begun, late arrivals will not be allowed to test and will have to reschedule the assessment.

The examinee should have an ID which is government-issued with a current photograph and examinee's signature and permanent address. If the name and photograph does not match, the examinee will not be allowed to test.

Each tester will also sign the testing roster with their legal name and email 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).

Personal belongings will not be allowed at the testing station. Backpack, purses, cell phones, etc. will need to be checked in 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.

A pencil and two pieces of paper will be distributed to each tester prior to the exam. The pencil and both pieces of paper must be turned in at the end of testing for the examinee to receive their score.

The exam allows three hours for completion. Results are available immediately after testing.

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 and will also receive a paper copy of your results. Staff will review your score, discuss possible retakes and review your selection file with you. 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 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.

Version of TEAS Assessment

The current version of the test is **ATI TEAS Test (Version 6)**. If you have a previous TEAS test and it is not this version, you will need to retake the assessment. Please check with the program.

FREQUENTLY ASKED QUESTIONS

When is the deadline to apply?

October 15th (beginning spring semester) and **April 1st** (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

<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)**. Information about your testing process will be reviewed fall semester.

The exam is administered at the Wahpeton Campus. Check with the program to see what dates/times are available for testing.

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, you can visit the website www.atitesting.com and click on ATI Store for a practice exam. There are also study guides available on the Wahpeton and Fargo NDSCS Campuses (but cannot be checked out); please contact the program for more information. There is also a study preparation course available from ATI called TEAS SmartPrep. For more information, visit www.atitesting.info

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. 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 , 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 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

*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 or call 701-231-6935.

QUICK RESOURCES

Quick Resources		
Application to NDSCS	Website: www.ndscs.edu/apply	800-342-4325 ext. 32225 or 701-671-2225
Schedule a Campus Visit	Website: www.ndscs.edu/tour	800-342-4325 ext. 32521 or 701-671-2521
Transcripts/Transfer Credits	Email: ndscs.studentrecords@ndscs.edu Website: www.ndscs.edu/tes	800-342-4325 ext. 32521 or 701-671-2521
Financial Aid	Email: ndscs.fin.aid@ndscs.edu Website: www.ndscs.edu/paying-for-college	800-342-4325 ext. 2207 or 701-671-2207
Program Selection Process	Email: sonja.fenske@ndscs.edu	800-342-4325 ext. 32967 or 701-671-2967
Schedule TEAS Assessment (Testing begins fall semester)	Email: trese.saar@ndscs.edu	800-342-4325 ext. 32984 or 701-671-2984
Information about Program/Career	Email: jeri.christiansen@ndscs.edu	
Program Advisement	Email: jeri.christiansen@ndscs.edu	

APPLICANT CHECKLIST

For Applicant Use Only

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

College Admission Requirements - NDSCS Office of Admission

- | | |
|---|--|
| <input type="checkbox"/> Submit NDSCS Application for Admission | |
| Date Submitted _____ | <input type="checkbox"/> Received acceptance letter to NDSCS |
| <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>
Complete Placement Testing | Date Completed _____ |

Program Selection Requirements – Practical Nursing

- | | |
|---|----------------------|
| <input type="checkbox"/> Submit Supplemental Application to Program | Date Completed _____ |
| <input type="checkbox"/> Submit Self-Reporting Course Completion/Grade Reporting Form | |
| Date Submitted _____ | |
| <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>) | |
| MELAB - Date/Time _____ | Score _____ |
| CaMLA - Date/Time _____ | Score _____ |

REQUIRED FORMS

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.

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 alliedhealthcareers@ndscs.edu or faxing 701-671-3403

ADDITIONAL PROGRAM INFORMATION

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

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.**

Certifications:

CPR Certification – American Heart Association BLS Provider or BLS for Healthcare Provider American Red Cross **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.

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.

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 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.

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.

Equal opportunity policy

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

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 (click on Program Selection Process) or contact the program at 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, background checks, CPR certification (American Heart Associate BLS Provider OR American Red Cross BLS for Healthcare Provider ONLY) are required and must remain current while in the program. Additional prerequisites (e.g. drug screening/finger printing) may be required dependent on site-specific student prerequisites. All requirements 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 May 2021

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 210	Ethics	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 Health Nursing	2	

Total Credits: 2

THIRD SEMESTER				
	Subject/Catalog	Course Title	Credits	Comments:
	ENGL 110	College Composition I	3	
	NUTR 240	Principles Of Nutrition (and Diet Therapy)	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 Clinical	2	
	NURS 250	Leadership In The Long-Term Care Setting	2	
	NURS 251	NCLEX-PN Review	1	

Total Credits: 15

TOTAL REQUIRED CREDITS FOR DEGREE: 66

Suggested Sequence of Study (Pre)

(Students not fully admitted into the program - needing to meet additional requirements)

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:	
ASC 82	Effective Reading	2	First 8-weeks	
ASC 84	Critical Reading	2	Second 8-weeks	
ASC 86	College Writing Prep I	2	First 8-weeks	
ASC 87	College Writing Prep II	2	Second 8-weeks	
PSYC 250	Developmental Psychology	3		
FYE 101	Science of Success	1		
	Math Prep course	2		

Total Credits: 14

SECOND SEMESTER				
Subject/Catalog	Course Title	Credits	Comments:	
BIOL 220	Anatomy & Physiology I	3		
BIOL 220L	Anatomy & Physiology I Lab	1		
ASC 88	Composition Lab	1		
ENGL 110	College Composition I	3		
PHIL 210	Ethics	3		
	Math Prep course	2		

Total Credits: 13

THIRD SEMESTER				
Subject/Catalog	Course Title	Credits	Comments:	
BIOL 221	Anatomy & Physiology II	3		
BIOL 221L	Anatomy & Physiology II Lab	1		
NURS 101	Introduction to Nursing	5		
NUTR 240	Principles Of Nutrition (and Diet Therapy)	3		

Total Credits: 12

FOURTH SEMESTER				
Subject/Catalog	Course Title	Credits	Comments:	
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: 13

FIFTH Semester				
Subject/Catalog	Course Title	Credits	Comments:	
NURS 232	Adult Nursing	5		
NURS 233	Adult Nursing Clinical	5		
ENGL 120	College Composition II	3		

Total Credits: 13

SIXTH SEMESTER (SUMMER) - (after NURS 102 or NURS 233)				
Subject/Catalog	Course Title	Credits	Comments:	
NURS 231	Psychiatric Mental Health Nursing	2		

Total Credits: 2

SEVENTH SEMESTER				
Subject/Catalog	Course Title	Credits	Comments:	
SOC 110	Introduction To Sociology	3		
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		

Total Credits: 12

TOTAL REQUIRED CREDITS FOR DEGREE: 79

Developmental courses (ASC) are in addition to total required credits for degree



NDSCS HEALTH PROGRAMS

- Dental Assisting
- Dental Hygiene
- Health Information Technician
- Medical Coding
- Nursing
 - Practical Nursing (AAS)
 - Registered Nursing (ASN & AAS)
- Occupational Therapy Assistant
- Emergency Medical Services (EMS)
 - Emergency Medical Technician (EMT)
 - Paramedic Technology
- Pharmacy Technician
- Liberal Arts Transfer
 - Nursing
 - Pharmacy
 - Social Work



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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.