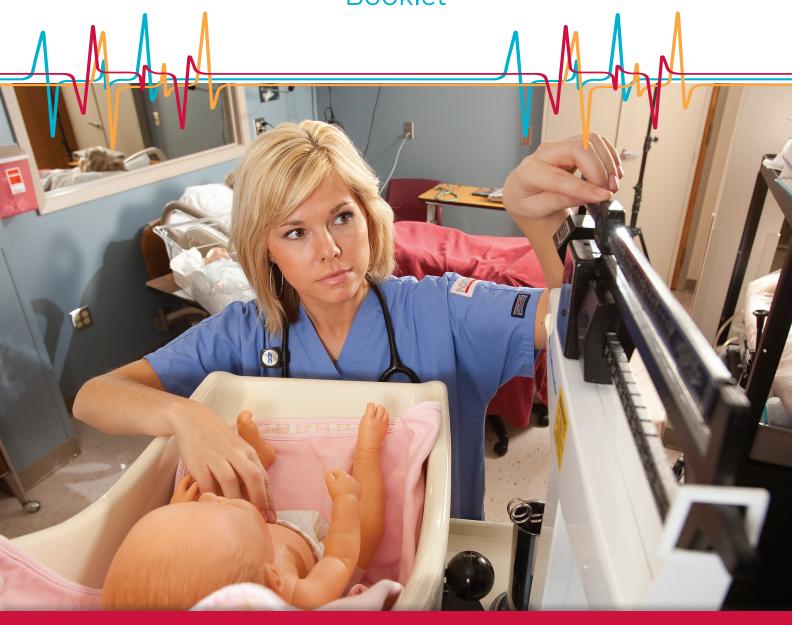# REGISTERED NURSING-ASN

ASSOCIATE IN SCIENCE IN NURSING (LPN to RN)

Program Information and Selection Process Booklet

Class of Fall 2020

>> NDSCS.edu/Nursing

NDSCS

NDSCS

Associate in Science in Nursing - ASN
• Registered Nursing (LPN to RN)

▶ **Contact Information**
RN program coordinator
alliedhealthcareers@ndscs.edu
701-671-2984 or 2981
Mayme Green Allied Health Center

▶ **Delivery Methods**
Face to Face: Wahpeton
Online: Some Classes

This program is available to AAS or AS Licensed Practical Nurses who wish to continue their nursing education and become a Registered Nurse (RN). The graduate will have an excellent opportunity for immediate employment and/or transfer to a baccalaureate program in nursing utilizing the transfer (articulation) agreements the program has with select colleges.

The course sequence for the program begins Fall Semester with NURS 255, NURS 256, and NURS 257 and continues Spring Semester with NURS 261, NURS 262, and NURS 263. **RN required general education courses may be taken at any time during the program but must be completed within three semesters of beginning the program. It is highly recommended that students complete all general education courses prior to enrolling in the RN program courses.

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

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

This program requires access to a personal computer capable of completing the assignments required by the nursing program (Windows 10 Operating System or newer).

Equal opportunity policy
The NDSCS Department of Nursing adheres to the NDSCS Equal Opportunity Policy as stated in the *NDSCS Catalog* (www.ndscs.edu)

Course Code	Course Title	Credits
Prerequisite 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
MICR 202	Introductory Microbiology	3
MICR 202L	Introductory Microbiology Lab	1
NUTR 240	Principles of Nutrition (and Diet Therapy)	3
PHIL 210	Ethics	3
PSYC 250	Developmental Psychology	3
SOC 110	Introduction to Sociology	3
LPN Transfer Credits		14
Total Prerequisite Credits		**44**

Registered Nursing Program Courses		
NURS 255	Role Transition	1
NURS 256	Life Span Nursing	4
NURS 257	Life Span Nursing Clinical	3
NURS 261	Maternal/Newborn Nursing	2
NURS 262	Community/Mental Health Nursing	3
NURS 263	Leadership	2

**Registered Nursing Program General Education Courses		
COMM 110	Fundamentals of Public Speaking	3
ND: MATH***		3
ND: SS		2
HUM or HIST Elective (No PHIL Prefix)		3
ND: COMPSC		2

Total Required Program Credits		**28**

A placement test may be required if you have not met the Math (***103 or higher) requirement.

At least 16 credits of the final 24 credits of the curriculum must be taken through NDSCS and be from the RN required courses.

Admission Requirements*
Applicants will be admitted to the program following a selection process. *Classes are dependent on enrollment.* The following requirements must be met by **April 15**. Applicants that apply after the deadline can complete the admission 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 for Admission if the applicant has not attended NDSCS or complete a re-application if the applicant has previously attended or is a past graduate of NDSCS. Submit an official high school transcript and all official college transcripts to Enrollment Services.
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 ASN Nursing Program.
4. Be a graduate of a Board of Nursing approved Associate in Applied Science or an Associate in Science Practical Nursing Program.
5. Hold an active and unencumbered license as a Practical Nurse (LPN).
6. Applicants who will be graduating from an approved associate degree granting Practical Nursing Program the semester prior to starting the RN Program can apply with the following provision: Applicants must pass the National Council Licensure Exam for Practical Nurses (NCLEX-PN) with proof of successful completion of the exam submitted to the RN Program no later than **July 15**.
7. Achieve the benchmark minimum of a "C" in all prerequisite courses required for the RN program. A minimum cumulative GPA of 2.25 is required.
8. Complete admission assessment examinations and meet the program benchmarks. The program reserves the right to change the assessments required for the selection process.
9. Review Essential Functions for Registered Nursing Students and submit the Essential Functions Verification form.

Criteria for Selection
The class selection process will be determined by meeting required admission benchmark scores on admission assessment examinations, cumulative GPA of last completed semester, PN work experience, and number of RN general education courses completed. Selection order will be based on the highest total points achieved. It is highly recommended that the applicant checks with the RN program to ensure all admission requirements have been received before the application deadline.

Selection process details, contact information and forms are located in the Registered Nursing-ASN 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 Admission 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 Association BLS Provider OR American Red Cross Professional Rescuer for Healthcare Provider ONLY), and health insurance 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 Science in Nursing (RN) degree; and be eligible for the National Council Licensure Exam for Registered Nurses (NCLEX-RN).

Revised: April 2019

Dear ASN (LPN to RN) Applicant:

Thank you for your interest in our ASN Registered Nursing Program at NDSCS. This is an exciting step in your nursing career! This program is specifically designed for the AAS degreed Practical Nurse wanting to continue their education to become a Registered Nurse.

The Registered Nursing Program is a selective enrollment program and has ***specific criteria for selection.*** Points are awarded for each criteria with applicants being **selected** according to their **total score**. This process is ongoing until the deadline of *April 15, 2020*. The selection committee will then notify the applicants of their admission status. Applicants that apply after the deadline can complete the admission requirements and be placed on a waiting list. If openings become available prior to the first day of classes, they may be selected, based on points. Classes are dependent on enrollment. *Summarized below is the* **criterion** *for selection to the program:*

1. Complete the NDSCS Application for Admission if the applicant has not previously attended NDSCS or complete a re-application if the applicant has previously attended or is a past graduate of NDSCS.
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 Registered Nursing-ASN Program.
4. Be a graduate of a Board of Nursing approved Associate in Applied Science or an Associate in Science Practical Nursing Program.
5. Hold an active and unencumbered license as a Practical Nurse (LPN).
6. Applicants who will be graduating from an approved Associate Degree granting Practical Nursing program the semester prior to starting the RN Program can apply with the following provision: Applicants must pass the NCLEX-PN examination on the first attempt, with proof of successful completion of the exam submitted to the RN Program no later than **July 15th.**
7. Achieve the benchmark minimum of a "C" in all prerequisite courses required for the RN program.
8. Complete the admission assessment examinations and meet the program admission benchmark score. Advisement is provided by the program coordinator to review testing results. The program reserves the right to change the assessments required for the selection process.
9. Review Essential Functions for Registered Nursing Students and submit the Essential Functions Verification form.

Applicants must ensure that all requirements outlined above are complete and on file with the RN Program by April 15th. After that date, incomplete files will be disqualified from the selection process.

To schedule testing, submit selection criteria and check on file completion, call 1-800-342-4325 ext. 32984 or 32981, or email alliedhealthcareers@ndscs.edu

It is highly recommended that applicants contact the RN Program to assure that all requirements have been received. If you have any other questions or concerns, please feel free to contact us.

Selection Process Checklist

The Registered Nursing (ASN) Program is a selective enrollment curriculum and applicants are required to submit, in addition to application to the college, specific program requirements by the selection deadline of *April 15th*.

Program Admission Requirements are subject to revision. Please check with the program for current information.

Overview

Applicants will be admitted to the program following a point-based selection process. The following criteria must be met by *April 15th* to be considered for selection to the program. Alternates will be selected, based on points, if openings become available until the first day of class.

Steps for Selection

☐ **1. Complete the NDSCS Application for Admission if the applicant has not attended NDSCS or complete a re-application if the applicant has previously attended or is a past graduate of NDSCS.**

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		

*Information About Transcripts can be found at www.ndscs.edu/become-a-wildcat/admission-requirements/

High School Transcript
The final *official high school transcript/GED will need to be submitted to Enrollment Services (NDSCS requirement) prior to registering for classes.
College Transcript(s)
College transcripts must be *<u>official</u> and submitted to the NDSCS Admissions and Records Office. If the applicant is currently completing courses an in-progress academic record may be submitted for the application process, but an official transcript must be submitted after semester completion. *Copies of all college transcripts must also be submitted to the RN Program.*   Once all transcripts have been received; the applicant should request a transcript review by Enrollment Services to determine which courses transfer and which courses still need to be completed. *A minimum cumulative GPA of 2.25 is required.*

*Official transcripts are complete records of your educational background and must be sent to Enrollment Services directly from the high school and/or college's 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 the continuing selection process. Contact the program to schedule the assessments in this applies.** *Detailed information about this process is in this booklet.*

☐ **3. Complete the Supplemental Program Application for the Registered Nursing-ASN Program.**

Supplemental Application	Format
The Supplemental Application is located at www.ndscs.edu/nursing and click on Program Selection Process. Select the RN-ASN program.	Complete <u>after</u> submitting the Application for Admission to NDSCS

☐ **4. Be a graduate of a Board of Nursing approved Associate in Applied Science or an Associate in Science Practical Nursing Program.**

Applied Science or Associate in Science Nurse
The degree must be on the official college transcript and be awarded in practical nursing.

☐ **5. Hold an active and unencumbered license as a Practical Nurse (LPN) and submit proof to the RN program.**

The applicant should submit proof of license verification to the program prior to the **April 15th** selection deadline. If the applicant is testing after the deadline they must inform the program, or their application will not be considered in the selection process.   If you have any questions about supplying this information, please contact the program.

☐ **6. Applicants who will be graduating from an approved associate degree granting Practical Nursing program the semester prior to starting the ASN-RN program can apply with the following provision: Applicants must pass the National Council Licensure Exam for Practical Nurses (NCLEX-PN) with proof of successful completion of the exam submitted to the RN Program no later than** *July 15*.

Proof of NCLEX-PN Testing/Passing
Proof testing/passing must be submitted to the Registered Nursing prior to **July 15th**. If the applicant is selected for the program, and the NCLEX-PN is NOT passed, the applicant will forfeit their spot in the program and may re-apply for the next selection process. It is the applicant's responsibility to keep the program informed of their testing date/results.

☐ **7. Achieve the benchmark minimum of a "C" in all *prerequisite/**co-requisite courses required for the RN Program.**

*Pre-requisite Courses
BIOL 220/220L, 221/221L, ENGL 110, 120, MICR 202/202L, NUTR 240, PHIL 210, PSYCH 250, SOC 110 (See Fact Sheet for more details). If courses are in-progress at the time the of the selection process; it is up to the applicant to inform the program of the course(s) that are being taken to receive selection points. All courses must be completed with a "C" or higher.

** Co-requisites Courses
The program highly encourages applicants to complete the co-requisite courses prior to beginning the curriculum (COMM 110, ND: MATH; ND: SS; HUM or HIST; ND: COMPSC). If courses are in-progress at the time the of the selection process; it is up to the applicant to inform the program of the course(s) that are being taken to receive selection points. All courses must be completed with a "C" or higher.

***It is the applicant's responsibility to inform the program if they are taking in-progress general education prerequisite or RN general education courses from a college other than NDSCS. Copies of transcripts reflecting those courses should also be submitted.

Complete and submit the Self-Reporting Course Completion/Grade Reporting form to the RN 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 pre-requisite courses must be completed prior to beginning the program with a "C" grade or higher. It is highly recommended that as many of the RN-ASN General Education courses are completed prior to beginning the program for lighten the credit load; although, they are not pre-requisites to the program. All courses must be passed with a "C" or higher.

☐ **8. Complete admission assessment examinations and meet the program benchmark. Advisement is provided by the RN program coordinator to review testing results. The program reserves the right to change the assessments required for the selection process.**

Assessments Utilized for Selection Process /Cost to Applicant	Benchmark Score to Apply and Point System
Assessment Technologies Institute PN Comprehensive Predictor (ATI) $60.00 payable via credit card the day of testing. Two retakes are allowed with point reductions for each.	94% Predicted Probability of Passing NCLEX PN or above to apply
Test of Essential Academic Skills (TEAS) $65.00 payable via credit card the day of testing. For more information about both assessments, visit www.atitesting.com One retake allowed.	Reading Score 85% or higher achieve maximum points 64% or below achieve minimum points Science Score 61% or higher achieve maximum points 40% or below achieve minimum points
For the testing schedule for the current selection process, contact: Trese Saar, Allied Health Administrative Assistant – trese.saar@ndscs.edu for scheduled testing dates	Testing begins after **September 1st**

☐ **9. Review Essential Functions for Registered Nursing Students (below) to assure your ability to perform as a Registered Nursing student and complete the Essential Verification form. If the applicant cannot meet an essential function, please schedule an appointment with the Department of Nursing Chair before completing the application process by calling 701-671-2986 or emailing barbara.diederick@ndscs.edu**

Essential Functions for Registered 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 nursing 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 client 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 client, 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 client

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 spaces (e.g. around patient bed)
Provide standing support to patient
Manipulate equipment above shoulders (e.g. IVs)
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, 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. to a wound)

Physical Endurance
Sustain repetitive movements (e.g. CPR, ambu bagging)
Work entire shift

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 client
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 arithmetic 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)
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
Compute fractions and medication dosages, IV rates, etc.
Use a calculator
Write numbers in records
Maintain client /patient records

Additional Requirements
(Upon Acceptance)

Applicants that are **selected** to the class must have documentation of the following immunizations/ certifications by **September 1st** (**unless specified*). Students will receive more detailed information what documentation is acceptable, and how to upload these documents into the clearing house utilized by the program prior to classes starting fall semester. **All requirements are at the students' expense.**

Health Record Requirements:

a. documented evidence of Measles, Mumps, Rubella vaccination or Rubella positive titer.
b. documentation of three Hepatitis B immunizations, positive titer or a waiver.
c. documentation of Varicella (Chicken Pox) vaccinations or documented of positive titer.
d. documentation of Tdap (Tetanus, Diphtheria & Pertussis) vaccination within the last ten years.
e. documentation of a two-step TB Skin Test (Mantoux) or QuantiFERON Gold blood test. 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 CPR or American Red Cross CPR/AED Professional Rescuer course **ONLY.**

Background Checks/Fingerprinting:

Federal Background Check (finger printing may be required).
Minnesota State Background Check (finger printing required); dependent on clinical site assignment.

Drug Screening:

A 13-panel drug screen may be required dependent on specific clinical site requirements.

Health Insurance:

Students must submit a copy of their current health insurance card to prove insurance coverage.

It is highly recommended that accepted students begin the process of meeting the immunization/ certification requirements prior to the beginning of fall semester to ensure they are met before the **September 1st** deadline to be eligible to begin clinicals/preceptors. More information about this process will be given at the orientation to the program meeting that will be scheduled in May for the accepted students.

Attendance at clinicals/preceptors will not be allow if any requirements are incomplete. All requirements are at the student's expense.

Frequently Asked Questions

When is the deadline to apply and have all selection criteria submitted?
April 15th

How do I apply?
Go to**:** www.ndscs.edu/get-started/actions-to-take/apply/

Complete the NDSCS Admission Procedures if you have not attended NDSCS or complete a re-application form if you have previously attended or are a past graduate of NDSCS, and all NDSCS admission requirements.

Once you have completed the NDSCS Application for Admission, complete the Supplemental Program Application for the Registered Nursing Program located at www.ndscs.edu/nursing and click on Program Selection Process.

A visit to campus and the program is highly recommended. If you are making an appointment to visit with an advisor in the Registered Nursing program during your visit, please bring a printed copy of your unofficial transcripts (high school/college) and testing results (ACT and/or placement testing) and ATI PN Predictor and TEAS results (if completed).

How soon will I know if I've been admitted?
Acceptance letters are generally *emailed* within two weeks of the selection deadline. Alternates may be selected, and acceptance could occur if any openings become available in the class prior to August 15th. It is the applicant's responsibility to ensure that their correct email address is on file with the Registered Nursing Program.

How often do you start a class?
Once a year, beginning fall semester.

How many are admitted?
22 applicants are selected.

What selection requirements do I need to submit and where do I submit them?
Submit a supplemental application, official high school or GED and college transcripts, proof of active/unencumbered LPN license, Essential Functions Verification, Self-Reporting Course Completion/Grade Reporting Form and the Resume/Work History to the office(s) indicated in the chart below.

Is it difficult to get in the program and is there anything I can do to improve my chances for selection?
Selection is competitive and determined by a point system. (See Registered Nursing Program Fact Sheet - Selection Criteria). You are encouraged to study for the selection admission exam (NCLEX PN content), do well on science courses in your Practical Nursing program and take general education courses for the Registered Nursing Program before you apply. All of these will improve your opportunity to be selected. You are encouraged to schedule an appointment with the RN Program Coordinator for advisement and to review your application criteria.

What are the selection process exams and how do I schedule a date to take them?

The assessments to be completed for the current selection process are listed below. The exams are payable via credit card the day of the exam.

Assessment Technologies Institute (ATI) PN Comprehensive Predictor $55.00
Test of Essential Academic Skills (ATI TEAS) $58.00

The ATI PN Comprehensive Predictor requires you to meet a benchmark score for eligibility as an applicant. You may retest two additional times to either meet the benchmark (point deduction will be taken) or improve your score. The highest score will be used for admission points. You will be advised of the benchmark score the day of testing.

The ATI TEAS exam scores in the reading and science categories will be utilized. This exam can be retaken once. The highest score in the two categories will be assigned admission points.
You may schedule your exams by calling 701-671-2984 or emailing alliedhealthcareers@ndscs.edu
Applicants are encouraged to make an appointment with the RN Program Coordinator for advisement at the time of testing to review your scores. Testing early is highly recommended to leave time for retesting, if needed.

Can I study for the assessment exams?

Yes. Review NCLEX PN material using NCLEX PN review texts. NDSCS also has review materials specifically for the ATI PN Comprehensive Predictor in the Mildred Johnson Library in Wahpeton and at NDSCS Fargo for review on site. Both locations also have a TEAS Study Manual for review on site.

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

Enrollment Services – ndscs.admissions@ndscs.edu, 701-671-2521
Registered Nursing (ASN) Program - Trese Saar – trese.saar@ndscs.edu, 701-671-2984

How does the selection process work and when will I know my status in the program?

All applicants will receive notification of acceptance, alternate status or non-acceptance within two to three weeks of the deadline. Notification will be made by email. It is the applicant's responsibility to have their current email on file with the program. Applicants that apply late for the waiting list will need to complete their file and stay in contact with the program, so that if an opening occurs prior to the first day of class, they will be contacted.

I am not sure if some courses will transfer. Who do I talk to?

Send high school transcript and an official college transcript for all colleges attended to Enrollment Services. You can also contact our Records Office at 701-671-2521 or email ndscs.studentrecords@ndscs.edu You can also visit the Transfer Equivalency Site at www.ndscs.edu/become-a-wildcat/identify-my-unique-needs/transfer-to-ndscs/

How often will I need to be in Wahpeton for class?

Schedules will change, but generally students meet Wednesdays for class in Wahpeton. Currently, clinical experiences in the fall are scheduled Thursday and Friday. Schedules are provided in advance to help you plan other commitments.

Where are the clinical experiences?

    Clinical experiences are in a variety of acute care facilities in ND and MN. Schedules are provided in advance to allow you to make accommodations for travel, carpooling, daycare and work schedules.

How much can I plan to work while in school?

    The program courses are very challenging. You will want to make school your priority. Students typically indicate 8-16 hours a week is <u>maximum</u>.

Can I transfer to a Baccalaureate (BSN) Nursing Program after graduation?

    Yes. The NDSCS Registered Nursing Program has articulation agreements with many BSN programs in North Dakota and Minnesota. Information on articulation is available by contacting the RN Program or at www.ndscs.edu/nursing

If I am not admitted can I re-apply?

    Yes, you may re-apply and the selection process will begin again. You will be advised if your exam scores are current or if you should re-test. To receive advisement on how you can improve your admission process, please schedule an appointment with an RN advisor.

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

    We encourage questions! 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, see below:

Quick Resources		
Application to NDSCS	**www.ndscs.edu/apply**	**800-342-4325 ext. 32225 or 701-671-2225**
Schedule a Campus Visit	**www.ndscs.edu/tour**	**800-342-4325 ext. 32521 or 701-671-2521**
Transcripts/Transfer Credits	**ndscs.studentrecords@ndscs.edu**	**800-342-4325 ext. 32521 701-671-2521**
Financial Aid	**ndscs.fin.aid@ndscs.edu www.ndscs.edu/paying-for-college/**	**800-342-4325 ext. 2207 701-671-2207**
Program Selection Process	**alliedhealthcareers@ndscs.edu www.ndscs.edu/nursing**	**800-342-4325 ext. 32984 701-671-2984**
Schedule TEAS Assessment	**alliedhealthcareers@ndscs.edu**	**800-342-4325 ext. 32984 701-671-2984**
Program Advisement	**alliedhealthcareers@ndscs.edu**	**800-342-4325 ext. 32984 701-671-2984**

Allied Health Applicant English Language Learners (ELL) Placement

English proficiency is required for success as a student in an NDSCS Allied Health Program, and also 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 exam(s) (listed below) and **achieve the benchmark score(s)** to apply to this program.

> MELAB (includes Grammar, Reading/Comprehension, Vocabulary and Writing)
> CaMLA (includes Pronunciation Assessment)

If applicant achieves the benchmark score (in all categories), the selection process to the program can continue. If the benchmark is not achieved (in any category), the applicant cannot continue the selection process. It is then recommended that the applicant complete the ELL Program of Study and retest to meet the benchmark scores. If the scores are met, the applicant can apply for the next available selection process to the program.

To schedule the English language proficiency exam (MELAB and CaMLA) contact:

Carol Bishop, Coordinator
Intensive English Language Program
North Dakota State University, Fargo, ND
701-231-8850
carol.bishop@ndsu.edu

Cost: $7.00

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

MELAB Benchmark Scores		
Michigan Score	**Writing Score**	**Placement**
Below 80	Below 85	Recommend completion of ELL Program of Study and retest to continue selection process
80+	85+	Applicant can continue selection process to Allied Health Program
CaMLA Scores (Pronunciation Test)		
14 or Below		Recommend completion of specific courses and retest to meet benchmark score to proceed with selection process
15 or Above		Applicant can continue selection process to Allied Health Program (co-requisite courses may be recommended dependent on score)

NDSCS

REGISTERED NURSING – ASN

Applicant Checklist

Applicant _____

Use the checklist below to track your application requirements and the date you submitted them to assure file completion by the deadline date of *April 15th*. Always check with the program to assure receipt of each item as incomplete files will NOT be considered for selection.

Application Requirement	Date Submitted
*Complete Application for Admission Process	
*Complete Supplemental Program Application	
*Submit Official Transcripts (High School and College(s)	
** Submit Verification of Current/Unencumbered PN License. (Accepted new graduates will submit verification no later than July 15th.	
** Complete TEAS Testing	
** Complete ATI Testing and Meet Benchmark	
**Essential Functions Verification	
**Self-Reporting Course Completion/Grade Reporting form	
** ELL (English as Second Language) test results (if applies)	

* Submit to NDSCS Enrollment Services Office
** Submit to NDSCS Registered Nursing Program

*NDSCS Enrollment Services Office
800 6th Street North | Wahpeton, ND   58076
ndscs.admissions@ndscs.edu
701-671-2521 | fax 701-671-2201

**NDSCS Registered Nursing Program
800 6th Street North | Allied Health Center | Wahpeton, ND 58076
alliedhealthcareers@ndscs.edu
701-671-2984 | fax 701-671-3415

Scheduling and Taking Your Assessment Examination – RN-ASN

The program you are applying to requires two admission assessment examinations. The assessments utilized in the selection process is the Test of Essential Academic Skills (TEAS) by Assessment Technologies Institute (ATI) and the PN Comprehensive Predictor also by ATI. *Proctoring for these assessments is offered to applicants applying to NDSCS ONLY.*

☐   **Schedule Assessment**

Email: trese.saar@ndscs.edu for testing dates/times and to schedule your testing date PRIOR to the selection deadline for the program you are applying to.

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

When scheduling your assessments keep in mind, an established number of retakes are allowed per selection process, dependent on the assessment, so schedule your testing date(s) well in advance of the application deadline to allow time for any retakes, if needed.

☐   **Create an Account**

Once you have scheduled your assessment date, you will receive emailed directions 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 already have a previous ATI account established, do not create another one.

☐   **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. TEAS $65.00 and PN Predictor $60.00.

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.

If you have already completed a TEAS Assessment or PN Comprehensive Predictor and wish to use the score(s) for this selection process, an official transcript(s) must be ordered and sent to the program via ATI. Go to www.atitesting.com to order an official transcript. *If you completed the assessments at NDSCS, official transcripts DO NOT need to be ordered. Contact the program to have them moved to this selection process. If a previous assessment is not the version for this selection process; it will need to be retaken.

NDSCS
REGISTERED NURSING – ASN

Self-Reporting Course Completion/Grade Reporting Form

Applicant _____

Pre-Requisite General Education Courses

Course Prefix	Course Title	Credits	College	Completed (indicate final grade)	In-Progress (indicate IP)	Verified (Office Use Only)
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				
MICR 202	Introduction Microbiology	3				
MICR 202L	Introduction Microbiology Lab	1				
NUTR 240	Principles of Nutrition	3				
PHIL 210	Ethics	3				
PSYC 250	Developmental Psychology	3				
SOC 110	Introduction to Sociology	3				

If any of the above courses have been completed as a transfer course and have a different course prefix/course title, please list below:

Course Prefix	Course Title	Credits	College	**NDSCS Equivalent Course Prefix	Completed (indicate final grade)	In-Progress (indicate IP)	Verified (Office Use Only)

** Check to ensure the course transfers into NDSCS, and substitutes for a required course, access the Transfer Equivalency Site at:
www.ndscs.edu/become-a-wildcat/identify-my-unique-needs/transfer-to-ndscs/

RN-ASN General Education Courses (if already completed or in-progress)

Course Prefix	Course Title	Credits	College	Completed (indicate final grade)	In-Progress (indicate IP)	Verified (Office Use Only)
COMM 110	Fundamentals Public Speaking	3				
*ND:MATH ( )		3				
*ND:SS ( )		2				
*HUM/HIST ( )		3				
*ND:COMPSC ( )		2				

*Indicate which course prefix and course title

Submit this completed form as part of your selection process requirements:

email to alliedhealthcareers@ndscs.edu

or fax to 701-671-3415

Essential Functions Verification

I have reviewed, understand and have the ability to perform the Essential Functions, 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 are in need of 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_____

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

To submit, email: alliedhealthcareers@ndscs.edu or fax 701-671-3403

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

NDSCS
ALLIED HEALTH CAREERS

North Dakota State College of Science

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