REGISTERED NURSING
ASN – LPN TO RN

Program Information and Selection Process Booklet

FALL 2021
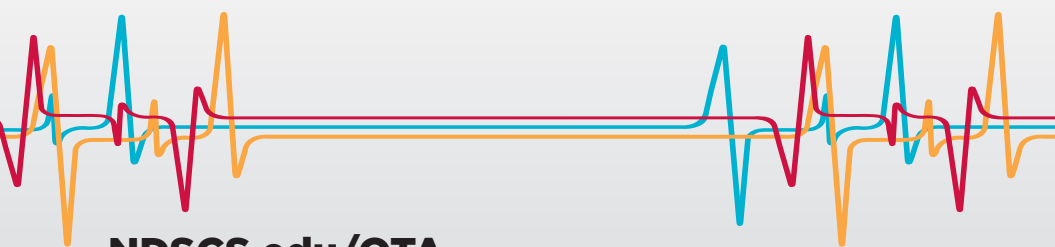
NDSCS
THE SCIENCE OF SUCCESS.
North Dakota State College of Science

INTRODUCTION

Dear ASN (LPN to RN) Applicant:

Thank you for your interest in our LPN to RN (ASN) 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.

This program is a selective enrollment program and has specific requirements for selection, in addition to the *college application* requirements. Points are awarded for each criterion with applicants being **selected** according to their **total score**. The deadline for file completion is *April 15th*. The selection committee will notify the applicant of their status within two weeks after this date. Applicants that apply after the deadline date, 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.

Applicants **must** ensure that all selection requirements are complete and on file with the RN Program by April 15th. It is highly recommended that applicants contact the RN Program to confirm that all requirements have been received.   After that date, incomplete files will be disqualified from the selection process.

 If you have any other questions about the process or the program, please feel free to contact us.

Terri Anderson, MSN, RN
Program Coordinator, Registered Nursing Programs

PROGRAM SELECTION DETAILS

Please review all sections of this booklet to familiarize yourself with the Registered Nursing selection process.

Program Selection Details

Steps for Selection

Essential Functions for Registered Nursing Students

English Language Learner's (ELL) Placement Requirements

Allied Health Selection Process Assessment

Frequently Asked Questions

Quick Resources

Selection Process Checklist

Required Forms

Additional Program Information

Additional Program Requirements (Accepted Students)

The NDSCS Registered Nursing Program has a selection process which follows specific selection criteria, with acceptance based on the total points awarded. This is a limited enrollment program and once program capacity has been reached, an alternate list will be established, which is also based on total points. Late applications are accepted, and once selection criteria is met, will be put on a waiting list. If alternates have been accepted and if an opening occurs, a late applicant can be selected up to the first day of classes.

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

A scheduled visit to the college and meeting with a 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. Incomplete files will not be considered for acceptance.

The deadline for submission of all selection criteria for is *April 15th.* All applicants will receive notification of their status by **email** and it is the applicant's responsibility to have their current email on file with the program.

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. 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 high school transcript or GED will need to be submitted to (or currently on file with) the Office of Admission.
College Transcript(s)
College transcripts must be *official and submitted to (or currently on file with) the Office of Admission. If the applicant is currently completing college courses, an official transcript must be submitted after semester completion. *Information about transfer of courses* can be obtained by emailing ndscs.studentrecords@ndscs.edu or at 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 the applicant.

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 the Registered Nursing Program (ASN).

Supplemental Application	Format
The Supplemental Application is located at www.ndscs.edu/nursing click on Program Selection Process (on the left click on Program Selection Process then Supplemental Application) and indicate Registered Nursing Program LPN to RN (ASN).	Complete after 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 in Practical Nursing must be reflected on the official college transcript that granted the award.

5. Hold an active and unencumbered license as a Practical Nurse (LPN).

Current Practical Nursing License
The applicant must submit proof of an active and unencumbered license verification as a Practical Nurse by the selection deadline. If the applicant is testing after the selection deadline, the program must be informed.

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 not later than **July 15th**.

NCLEX-PN Exam
Proof of passing the exam must be submitted to the Registered Nursing Program prior to **July 15th**. If the applicant has been selected to the program and does not pass the NCLEX-PN examination by this date, their selected status will be revoked. It is the applicant's responsibility to inform the program of their testing date/results.

7. Achieve the benchmark minimum of a "C" in all prerequisite courses required for the Registered Nursing Program. A minimum cumulative college GPA of 2.25 is required for selection and must continue to be maintained after selection.

Complete and submit the Self-Reporting Course Completion/Grade Reporting form to the Registered Nursing Program by the selection deadline.

*Form included in this booklet.

*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 any 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) and when it will be completed to receive selection points. All courses must be completed with a "C" or higher. If a course will <u>not</u> be completed by April 15th, the courses must be successfully completed by August 1st to begin the program; if not, the applicant will forfeit their selected status.
** 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 completed or in-progress at the time the of the selection process; it is up to the applicant to inform the program of the course(s) to receive additional selection points.   All courses must be completed with a "C" or higher.

8. Submit official ACT and/or placement testing results to the Office of Admission. Results must meet the criteria to enroll in MATH 103 the first semester of the program OR submit an official transcript with MATH 103 (or higher level) completed with a "C" or higher.

To schedule a placement test; go to: https://ndscs.qualtrics.com/jfe/form/SV_3Ws8YyQaIqsD0vr

9. Complete selection assessment examinations and meet the program benchmarks for both assessments. *The program reserves the right to change the assessment(s) required for the selection process.

Assessments for Selection Process	Benchmark Score to Apply
Assessment Technologies Institute (ATI) PN Comprehensive Predictor $60.00 payable via credit card the day of testing. One retake is allowed. *The ATI PN Comprehensive Predictor Exam predicts success on the NCLEX. The program uses this score as selection criteria to help predict an applicant's success in completing the Registered Nursing program.*	**88%** Predicted Probability of Passing NCLEX PN or above to apply for this selection process
Test of Essential Academic Skills (TEAS) *Additional information about the TEAS assessment is in this booklet.*	**55%**

10. Review the Essential Functions for Registered Nursing Students (see *Additional Program Information include in this booklet*) 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 <u>not</u> 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) *Exams can be retaken once*
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) *Exam can be retaken once*
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.

To schedule the English language proficiency assessments contact:

MELAB:
Carol Bishop, Coordinator
Intensive English Language Program
North Dakota State University (NDSU)
<u>carol.bishop@ndsu.edu</u>

Cost: $7.00

CaMLA:
Cindy Lee Deuser
Academic Services Center
North Dakota State College of Science
<u>cindy.deuser@ndscs.edu</u>

Cost: No Charge

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

Testing dates are <u>limited</u> 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 <u>retaken once</u>.

Once <u>both</u> 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 <u>not </u>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 <u>retest to meet the benchmark scores</u>. 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 <u>**not**</u> offered at NDSU or NDSCS.*

> Minimum Cumulative Score of:
>
> **86 combined**
>
> <u>AND</u> Minimum individual Scores of:

Speaking	**26**
Writing	**20**
Reading	**20**
Listening	**20**

> An <u>official</u> 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 <u>not </u>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.

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 <u>both</u> 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

<u>One</u> 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 <u>two weeks </u>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 <u>www.atitesting.com</u> to order an official transcript. *If you completed this assessment at NDSCS for a different selection process, an official transcript <u>does not</u> 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 <u>is not</u> this version, you will need to <u>retake </u>the assessment. Please check with the program.

FREQENTLY 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;
or at https://ndscs.qualtrics.com/jfe/form/SV_eCIsbxfprxekwQd

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, 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 often do you start a class?

Once a year, beginning fall semester.

How many are selected for the program?

20-22 applicants are selected dependent on clinical site availability.

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. You are encouraged to study for the selection exams (NCLEX PN content), do well on science courses (Anatomy/Physiology) in your Practical Nursing program and take required general education courses for the Registered Nursing Program before you apply to earn the additional selection points. All of these will improve your opportunity for selection. Applicants are also encouraged to schedule an appointment with the RN Program Coordinator for advisement and to review your selection criteria.

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

The assessments required for the current selection process are listed below. The exams are payable via credit card by the applicant the day(s) of the testing.

*Assessment Technologies Institute (ATI) PN Comprehensive Predictor *$60.00*

*Test of Essential Academic Skills (ATI TEAS) *$65.00*
**Prices are subject to change.*

The ATI PN Comprehensive Predictor and ATI TEAS requires you to meet benchmark scores to apply to the program. You may retest once per selection process for each exam to either meet the benchmark(s) or to improve your score(s) for additional points. The highest score will be used for selection points.

You may schedule your exams by calling 701-671-2984 or emailing trese.saar@ndscs.edu

Applicants are also 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 prior to the deadline date for retesting, if needed.

What are the assessment benchmark scores for this selection process and can I retake the assessments?

ATI PN Comprehensive Predictor – **88%**

Test of Essential Academic Skills (TEAS) – **55%**

Each assessment is allowed one retake per selection process to either meet the benchmark or improve the applicants score.

The program reserves the right to change the assessment(s) required for the selection process.

Can I study for the assessment exams?

Yes. Review NCLEX PN material using NCLEX PN review textbooks. NDSCS also has review materials specifically for the ATI PN Comprehensive Predictor and TEAS in the Mildred Johnson Library in Wahpeton and at NDSCS Fargo for review. Manuals are only available for review on site and cannot be checked out.

If I have already taken either (or both) assessments, and have met the benchmark score(s) can I use those scores for my selection process?

Yes, previous testing scores may be used if they are a current version of the assessment(s). They 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 any completed assessments for the selection process.

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

NDSCS Office of Admission:
ndscs.admissions@ndscs.edu
701-671-2521

Registered Nursing Programs:
Trese Saar, Allied Health Administrative Assistant
trese.saar@ndscs.edu
701-671-2984

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

The class selection process will be determined by meeting required selection benchmark scores on selection 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.

All applicants will receive notification of their status; accepted, alternate or not accepted, 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. Late applicants may apply and will be put on the waiting list. If all alternates have been accepted, and an opening occurs prior to the first day of class, a late applicant may be accepted, based on total selection points.

How soon will I know if I've been selected?

Program status letters are generally *emailed* within two weeks of the selection deadline. Alternates may be selected, and this could occur if any openings become available prior to August 15th. It is the applicant's responsibility to ensure that their correct email address is on file with the program.

If I am not selected for this class, can I re-apply for the next one?

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 calling 701-671-2984 or emailing trese.saar@ndscs.edu

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: visit www.ndscs.edu/tes to see which credits may transfer to NDSCS.

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

Schedules will change, but generally students will meet two days per week for classes/labs and two days for clinicals. This will vary throughout the semester(s). Schedules will be 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 maximum.

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 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 facilities, talk to program staff and meet with a program faculty member.

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. 34325 701-671-2173**
Transcripts/Transfer Credits	**Email: ndscs.studentrecords@ndscs.edu** **Website: www.ndscs.edu/tes**	**800-342-4325 ext. 32521 701-671-2521**
Financial Aid	**Email: ndscs.fin.aid@ndscs.edu** **Website: www.ndscs.edu/paying-for-college**	**800-342-4325 ext. 2207 701-671-2207**
Program Selection Process	**Email: trese.saar@ndscs.edu**	**800-342-4325 ext. 32984 701-671-2984**
Schedule TEAS Assessment (Testing begins fall semester)	**Email: trese.saar@ndscs.edu**	**800-342-4325 ext. 32984 701-671-2984**
Information about Program/Career	**Email: terri.l.anderson@ndscs.edu**	**701-671-2697**
Program Advisement	**Email: terri.l.anderson@ndscs.edu**	**701-671-2697**

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 <u>not</u> need to be submitted and is for the applicant's use to track selection requirements.

Selection File Compliance Deadline: April 15, 2021

College Admission Requirements - NDSCS Office of Admission – Fall Semester 2021

☐   **Submit NDSCS Application for Admission**

      Date Submitted _____   ☐ **Received acceptance letter to NDSCS**

☐   **Submit Official High School Transcript**   **Date Submitted _____**

☐   **Submit Official College Transcript(s)**   **Date Submitted _____**

☐   **Submit Official ACT Scores for Math**

      Placement <u>or</u>   **Date Submitted _____**

      Complete Placement Testing for Math
      Placement   **Date Completed _____**

☐   **Schedule ELL Placement Assessments (*if applies*)**

      MELAB - Date/Time _____   **Score _____**

      CaMLA - Date/Time _____   **Score _____**

☐   **Schedule and Complete Assessment Examinations**

      Date/Time _____   **Score _____**

      Date/Time _____   **Score _____**

☐   **Submit Self Reporting Course Completion/**

      Grade Reporting Form   **Date Submitted _____**

☐   **Submit Essential Functions Verification Form**   **Date Submitted _____**

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

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

ADDITIONAL PROGRAM INFORMATION

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

Essential Functions for Registered Nursing Students

Additional Program Requirements for Selected Students

Registered Nursing (LPN-RN) Program Fact Sheet

Suggested Sequence of Study

For applicants selected to begin the program fall semester, there will be an orientation session with nursing faculty and staff scheduled prior to classes beginning. At that time, students will meet their advisor, review program policies and the sequence of study.

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

PROGRAM REQUIREMENTS - IMMUNIZATIONS/VERFICIATIONS

Documentation (compliance check) of the following immunizations/verifications by **August 1ˢᵗ** *(**unless specified).* Students <u>will not</u> 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 deadline date. DO NOT submit these requirements directly to the program.*

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 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 <u>current</u> 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 current Health Insurance.
Certifications/Licensure
CPR Certification – American Heart Association BLS Provider **or** BLS for Healthcare Provider American Red Cross **ONLY** Current and Unencumbered Practical Nursing License
Background Check/Fingerprinting/Drug Screen:
Criminal Background Check will be required Drug screening, fingerprinting and additional background checks <u>may be</u> required (dependent on clinical site requirements)
Health Insurance:
Submit documentation of current Health Insurance.

Students will be required to stay current with the above requirements while in the program.

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

▶ **Contact Information**

Terri Anderson, RN program coordinator
terri.l.anderson@ndscs.edu
701-671-2697
Mayme Green Allied Health Center 213J

▶ **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 Registered Nursing courses follow a specific sequence as the student progresses through the program. 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, with a current operating system and a webcam.

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 201	Complex Care Concepts I	3
NURS 202	Complex Care Concepts I Clinical	2
NURS 204	Maternal Child	3
NURS 205	Complex Nursing Care Concepts II	2
NURS 206	Complex Nursing Care Concepts II Clinical	1
NURS 255	Role Transition	1
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		**30**

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/Selection 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 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 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 Registered Nursing program. A minimum cumulative GPA of 2.25 is required.
8. Submit official ACT and/or placement testing results to Enrollment Services. Results must meet the criteria to enroll in MATH 103 the first semester of the program OR submit an official transcript with MATH 103 completed with a "C" or higher.
9. Complete selection assessment examinations and meet the program benchmarks for both assessments. Refer to *Selection Process Booklet for specific benchmark scores. The program reserves the right to change the assessments.
10. Review Essential Functions for Registered Nursing Students and submit the Essential Functions Verification form.

Criteria for Program Selection
The class selection process will be determined by meeting required selection benchmark scores on selection 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.

*Program 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.

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

For accepted students, specific immunizations, background checks, CPR certification (American Heart Association BLS Provider OR American Red Cross BLS Provider course 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 2020

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North Dakota State College of Science

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.*

	Subject/Catalog	Course Title	Credits	Comments:
	PREREQUISITE COURSES: Also, be a graduate of a Board of Nursing approved Associate in Applied Science or an Associate in Science Practical Nursing Program and hold an active and unencumbered license as a Practical Nurse (LPN).			
	BIOL 220	Anatomy & Physiology I	3	*Full Semester*
	BIOL 220L	Anatomy & Physiology I Lab	1	*Full Semester*
	BIOL 221	Anatomy & Physiology II	3	*Full Semester*
	BIOL 221L	Anatomy & Physiology II Lab	1	*Full Semester*
	ENGL 110	College Composition I	3	*Full Semester*
	ENGL 120	College Composition II	3	*Full Semester*
	MICR 202	Introductory Microbiology	3	*Full Semester*
	MICR 202L	Introductory Microbiology Lab	1	*Full Semester*
	NUTR 240	Principles of Nutrition (and Diet Therapy)	3	*Full Semester*
	PHIL 210	Ethics	3	*Full Semester*
	PSYC 250	Developmental Psychology	3	*Full Semester*
	SOC 110	Introduction to Sociology	3	*Full Semester*
		LPN Transfer Credits- from PN Degree	14	*Full Semester*
		Total Prerequisite Credits:	**44**	

	Subject/Catalog	Course Title	Credits	Comments:
	FIRST SEMESTER			
	NURS 201	Complex Care Concepts I	3	*Full Semester*
	NURS 202	Complex Care Concepts I Clinical	2	*Full Semester*
	NURS 255	Role Transition	1	*Full Semester*
	NURS 262	Community/Mental Health Nursing	3	*Full Semester*
	*Elective	Computer Literacy Elective	2	**CIS 101 Recommended -** *1st 8 Week, 2nd 8 Weeks or Full Semester*
	*Elective	Math Elective	3	**College Algebra or higher** - *Full Semester*
		Total Credits:	**14**	

	Subject/Catalog	Course Title	Credits	Comments:
	SECOND SEMESTER			
	COMM 110	Fundamentals of Public Speaking	3	*Full Semester*
	NURS 204	Maternal Child	3	*Full Semester*
	NURS 205	Complex Nursing Care Concepts II	2	*Full Semester*
	NURS 206	Complex Nursing Care Concepts II Clinical	1	*Full Semester*
	NURS 263	Leadership	2	*Full Semester*
	*Elective	Humanities/History Elective	3	*Full Semester *Not PHIL 210*
	*Elective	Social Science Elective	2	*1st 8 Week, 2nd 8 Weeks or Full Semester*
		Total Credits:	**16**	
		TOTAL REQUIRED CREDITS FOR DEGREE: 30		

3.6.2020

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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