

LPN to RN Application Information Packet Winter 2014



IMPORTANT DATES

Highlighted links in blue refer to important information please select and review all links carefully.

Open Application period: October 10th - November 1st, 2013 **Applications forms received prior to October 10th, will not be reviewed.	Date of submission has no bearing on applicant ranking during the application period. If all courses listed on emailed Form 2 have been completed at Lane or appear on official submitted transcripts – and the Online Application and Payment has been completed your application will be accepted for review. Nursing On-line Application and Payment opens – see instructions. Obtain course equivalent documentation for prerequisite courses taken at other colleges and include with application materials.
By October 23 rd set up ATI Step Exam	Email – HPApplicationCenter@lanecc.edu to reserve a seat for the ATI Step Exam. This is required to apply.
October 29 th , 2013	ATI Step Exam – specific information will be provided to participants. Completion of ATI Step Exam is required to apply.
Application documents – do not submit prior to October 10th, 2013.	Application Forms 1 and 2 and Online Application Instructions (Select “Login as a Guest). Online Nursing Application on the same date. Transcripts from other institutions must be received by Enrollment Services by date of application. Once processing begins if any one of these portions are missing, the application will be considered incomplete.
Nov. 1st, 2013	Deadline: Final date to submit official transcripts from other institutions to Enrollment Services per instructions provided in this application.
Nov. 1st, 2013	Deadline: Final date to submit Forms 1 and 2 (and other documents as instructed) must be <u>received</u> at Health Professions Application Center by e-mail – see instructions. Deadline: Final date to submit On-line Application and Payment.
Nov. 15 th , 2013	Notification - Program Acceptance by e-mail and/or myLane.

LANE NURSING – an applicant admitted to a community college Oregon Consortium for Nursing Education (OCNE) partner is considered co-admitted to Oregon Health Sciences University with an option to complete a Bachelors degree with a major in Nursing. All applicants must meet Lane [Oregon Residency](#) requirements.

Phase 1: LPN applicants are screened for eligibility to enroll in the pharmacology and pathophysiology series using the point system as outlined on the point petition sheet – see Form 2. The number of applicants selected will be based on the available capacity in these two course sequences for Winter term 2014, selection does not guarantee admission to the RN nursing program.

Phase 2: Prior to Spring term selection for advancing or alternate status combines the points obtained in Phase 1 (Form 2) with up to 10 points for grades completed in Pharmacology 1 NRS 230 and Pathophysiology 1 NRS 232. Spring term Pathophysiology and Pharmacology II NRS 231 and NRS 233 courses must be completed with a C or better in order to advance to Fall term. No additional application steps are required to advance.

Phase 3 Spring term Bridge Course NRS 115: Students will be required to complete NRS 115 with a C or better to enroll in the first-term second year of an OCNE RN program NRS 221A and B. See [Lane Catalog pp 143-146](#) for more information. No additional application steps are required to advance.

For Counseling and Advising assistance in meeting program or application requirements, please plan to attend an [LPN to RN workshop](#) Tuesdays at 3 p.m. Bldg.1 Rm.103 or E-mail NursingProgram@lanecc.edu.

An Academic Advising Resource is available. To access go to www.lanecc.edu choose “Moodle.” Select “Academic Advising” and then choose “[Academic Advising Resources – Nursing LPN and RN Programs \(Topic 7\)](#).”

2014 APPLICATION PROCESS:

1. Admission to Lane.

If you are not currently a Lane credit student, complete [Lane's college credit admission process](#) choose start term as Winter 2014 and obtain a student "L" number. Make sure to complete all "[Steps to Enroll in Credit Classes](#)" including a prior college clearance (see Steps to Enroll for more information).

2. The LPN to RN Application has two parts an On-line Application & Payment, Forms 1 and 2 and supporting documentation. You are NOT considered an applicant to the program until you meet all application requirements.

- A. Review instructions for the On-line Application and Payment. This application will include a \$50 non-refundable application fee, therefore do not initiate until you are sure you will have the prerequisites and requirements met, submit official sealed Transcripts (if needed) and are ready to submit Forms 1 and 2.
- B. Email LPN to RN Nursing Application Winter 2014 - Forms 1 and 2 and documentation as instructed. Applications must be received by deadline. If needed email/mail course equivalency or substitution forms, OSBN LPN License Verification, Work Verification forms, Advanced Placement Reference forms to **HP Application Center. Attn: LPN to RN Advanced Placement Application Documentation, 4000 East 30th Avenue, Eugene, OR 97405.**

C. Notification

VERY IMPORTANT! Set your "spam filter" system to accept email addresses containing @lanecc.edu or your notification may be spammed! Do this even if you are currently receiving e-mails from Lane.

3. Oregon LPN License, Work Experience and Reference Documents

Attach a copy from the OSBN website of verification of an unencumbered Oregon LPN License (available from the [Oregon State Board of Nursing](#)) - along with the [LPN Work Experience](#) forms signed by appropriate individuals sealed in their agency envelope and two completed copies of the [OCNE LPN to RN Advanced Placement Reference](#) forms sealed by the reference sources in their agency envelopes.

4. National Standardized Exam (from ATI) (*Required prior to application.*)

Contact the Nursing Administrative office by Email at HPApplicationCenter@lanecc.edu to reserve a seat for the proctored national standardized [Step Exam from ATI](#). The exam is scheduled for Tuesday - October 29th, from 2:45 to 5:00pm. In subject line write - to "LPN to RN ATI Exam Registration" and include your full name and L Number in the Email to register for an open seat. You will be sent instructions and the location once you have reserved your seat through the HPApplicationCenter@lanecc.edu Email. There will be an \$18 fee to take the test and you will need to bring photo ID and a major credit card.

PREREQUISITE COMPETENCIES. Must receive a GPA of 3.00 or higher on all prerequisites listed on Form 2. All course work must appear on a Lane Transcript and/or submitted transcripts from other schools.

- 30 credits of specified prerequisite courses (listed below – items 1-8 to meet credit total) must be completed before the application deadline. However, must be on track to complete by the end of Fall term 45 credits that include all courses listed on Form 2 plus BI 112 ([Biology with Genetics requirement](#)) and BI 234 and WR 123 or 227 for students who completed WR 121 or WR 122 prior to Summer term 2010.
- All courses letter grade C or higher (C- or less not accepted); see courses with Pass option on Form 2.
- Any courses completed that meet the criteria as OCNE prerequisites must be included on Petition for Points Form 2, up to 47 credits. Applicants may repeat courses in order to raise the GPA. The most recent grade will be used for GPA calculation whether it is higher or lower than previous grades.
- Applicants with courses taken at other colleges please refer to the [Course Equivalency information](#).

1. Anatomy & Physiology I, II, III: (12 credits) BI 231, BI 232 are required to apply. BI 233 is required to enroll in NRS 230 and NRS 232. BI 112 and CH 112 are prerequisite to BI 231 at Lane. These 6 credits may be used as approved electives toward the 45 credits Winter entry requirements. If course(s) were not taken at Lane, use the [Lane Transfer Tool](#) or request a course equivalency from the Science department. The most recent A&P course must have been completed within 7 years prior to starting the LPN Advanced Placement Program (taken Winter term 2007 or later). If all three AP courses are more than 7 years old – BI 233 needs to be completed Winter term 2007 or later.

2. Math Proficiency: Choice of MTH 095 Intermediate Algebra or higher or one of the following options: If you have completed Math 095 or higher with a pass grade or options (a-c) below you will be required to submit supporting documentation and credits obtained will not count toward 30 credit minimum required to apply from Section 1

courses.

- a) Lane Credit by Exam for MTH 095 Intermediate Algebra or higher
- b) AP (Calculus), or CLEP (College Algebra, or any Calculus or Statistics)
- c) IB (Mathematics, or Math Studies, or Further Mathematics or Statistics)
- d) Course considered equivalent to MTH 095 or higher from accredited colleges/universities.

3. English Composition Courses WR 121 and WR 122 (6 to 8 credits)

Applicants with a prior Bachelor's degree from a U.S. regionally accredited institution may waive this requirement. Students who have completed a U.S. Bachelor's degree and wish to waive the WR 121 & 122 requirement will need to complete additional approved electives to fulfill the 45 course credits required for admission to the program. Additional credits may come from any approved courses listed under item 8.

For applicants without a prior Bachelors who have taken college level freshman writing courses not listed as "WR 121" or "WR 122" use the [Lane Transfer Tool](#) or request a course equivalency from Lane's Language, Literature & Communication Division.

Students without a Bachelor's degree and who have completed WR 121 or WR 122 prior to Summer term 2010 are required complete WR 123 or WR 227 to meet the composition degree requirement. WR 123 or 227 can be listed as an approved elective course.

4. Nutrition FN 225 or FN 240 (3 or 4 credits). If course not taken at Lane use the [Lane Transfer Tool](#) or request a course equivalency from the Health Professions division. FN 225 or equivalent course is required to enroll in NRS 230 and NRS 232.

5. Human Development (3 credits)

The course must cover the developmental process of human life covering the full life span, (not just Child Development). One course option below must be met to enroll in NRS 230 and NRS 232.

- Options at Lane include: PSY 215; or HDFS 226 + PSY 236; or PSY 235 + PSY 236 (not offered at Lane).
- At Lane, the prerequisite is PSY 201 – which can be used as social science credits.

If course(s) not taken at Lane use the [Lane Transfer Tool](#) or request a course equivalency from the Social Science department.

6. Human Relations course (3 or 4 credits) – See [Lane Catalog Associate of Applied Science Human Relations](#) requirement. See course list option. If course not taken at Lane use the [Lane Transfer Tool](#) or request a course equivalency from the Counseling Department.

7. Arts and Letters, Social Science or Science/Math Computer Science (3 or 4 credits). See Lane Catalog Associate of Applied Science [Discipline Studies](#) requirement. See course subject options. If, course meets the subject criteria and is from an accredited institution numbered 100 level or higher or considered freshman level or above then no further steps are required. Does not include CIS, studio or performance arts courses.

8. Approved Electives to total of 45 to 47 credits. See Lane Catalog [Associate of Applied Science: Discipline Studies](#) course subject options listed under Arts/Letters (excluding studio art and performance arts); Human Relations/Social Science; Science/Math/Computer Science (excluding CIS courses). If, course(s) meet the subject criteria and are from an accredited institution numbered 100 level or higher or considered freshman to senior level then no further steps are required. No more than two courses in the same subject area can be listed (e.g. only two ENG courses.)

9. Microbiology BI 234 and Biology with Genetics courses (see [Lane Catalog Information](#)) are required to be completed prior to enrollment in NRS 230 and NRS 232.

10. Basic Computer Competency is required to enroll in NRS 230 and NRS 232. To be successful in the LPN to RN Program students need to be computer literate, including at least word processing, use of spreadsheets, and web searches. Students without computer experience are expected to seek out opportunities for remediation in this competency prior to entering the LPN Advanced Placement Program. Basic computer competency is assessed during the ATI Step Exam process and throughout the nursing courses.

AMERICANS WITH DISABILITIES ACT

If you need assistance because of a disability, you may be eligible for academic accommodations through Disability Services. For more information contact Disability Services at 463-5150, or TDD 463-3079, Building 1, Room 218.

TRANSCRIPTS

Submit Transcripts (if required) to Enrollment Services. All courses used for points must appear on your transcript.

- Do not submit transcripts from Lane Community College to Enrollment Services or the HP Application Center.
- Sealed, official, transcripts from schools other than Lane must be received (see address below) **prior to the** date Forms 1 and 2 are emailed to HP ApplicationCenter@lanecc.edu
Lane Enrollment Services, ATTN: HP Transcript
4000 East 30th Ave., Eugene, OR 97405
- For schools other than Lane, submit UNOFFICIAL transcripts (web or photocopy) with your application point sheet. This includes Pioneer Pacific Transcripts.
- If official transcripts are received at the Health Professions Application Center, they will NOT be forwarded to Enrollment Services.

TRANSFER CREDITS, COURSE EQUIVALENCIES

Courses taken at other colleges may be eligible for use in the application process. Use the following steps and make sure to consult with a program advisor/counselor.

DO NOT DELAY. It is your responsibility to initiate the process early and make sure it has been completed by the application deadline.

IMPORTANT. Equivalencies must meet both [Core Program](#) and [AAS degree](#) requirements and [program requirements](#).

1. For colleges other than Lane, submit an official, sealed transcript to Enrollment Services. College transcripts received by Lane's Enrollment Services may be verified in [myLane](#). Select the myEnrollment tab.
2. Go to the Enrollment Services website [Lane Transfer Tool](#).
3. Review "General Information for Transferring Credits."
4. Select "Look up Transferable Credits" to check on transferable classes for items 1-6 Form 2. If your course(s) are listed as equivalent to course numbers and titles as listed above - no further action is needed.
5. If the college/course is not shown see *instructions provided above in items 1-9 (pages 2-3)*
 - If you obtain course equivalencies or substitutions *request copy of the approval in-person or by email.*
 - *Course equivalencies must be approved and received in Enrollment Services by your date of application.*

Courses from Non-accredited colleges will not be considered in the initial evaluation of your application nor can they be considered toward any application or degree requirements (exception LPN specific courses from non-accredited institutions like Pioneer Pacific).

Transfer coursework from Foreign Institutions

Must be evaluated by the application deadline by an outside credential evaluation service. The evaluation company must be either AACRAO Foreign Education Credential Service (www.aacrao.org) or a member of the National Association of Credential Evaluation Services (NACES). For a list of NACES memberships, please refer to their web site at www.naces.org. The evaluation must be a course-by-course detailed evaluation with an official copy submitted to Enrollment Services. The coursework must be considered to be at a post-secondary level, have comparable LANE accreditation status and be parallel in content to LANE coursework. The outside evaluation must also be completed for secondary level education for any evaluation of that coursework toward LANE admission requirements. The outside evaluation must also be completed for post-secondary level education for any evaluation of that coursework toward LANE admission requirements

APPLICATION POINT SYSTEM – PLEASE REVIEW CAREFULLY

PER OCNE RULES, APPLICATION POINTS WILL NOT BE MADE AVAILABLE TO APPLICANTS.

Eligible applicants will be assessed according to the following point system. The majority of this point system is uniform in all OCNE programs with each school having up to 14 discretionary points.

1. **SECTION 3: Prerequisite GPA:** A maximum of 40 points will be awarded.
The applicant must detail the meeting of these prerequisites on the Point Petition Sheet and submit official transcript(s) from accredited colleges or universities for all prerequisites. See Transcripts and Transfer Credits, Course Equivalency sections. Only the prerequisite courses will be counted in the application GPA.
2. **SECTION 4: Grade in Anatomy and Physiology:** A maximum of 5 points will be awarded to the grade for BI 231. If the course was repeated the points will be awarded on the most recent grade for that course. Grade of A or B = 5 points. Grade of C = 0 points. The total points possible from Section 4 is 44.

3. SECTION 4: National Standardized Test: up to 20 points will be awarded for scores on the ATI Step exam. Email HPApplicationCenter@lanecc.edu to set up the proctored exam. Dates and location TBA. Scores are provided based on percentile ranking compared with a normative group. To calculate points convert the percentile rank to the decimal form and then multiply it by 20 (e.g. 84% = .84 x 20 = 16.8 points).
4. SECTION 4: Submit in sealed envelopes Advanced Placement References (two are required to apply). Range of References points is 10 - 18 points Reference Documents – Submit two Agency References as [LPN Advanced Placement Reference Documents](#). Use form provided and these must be submitted by date of application. An applicant with fewer than 10 points will not be eligible to apply. Information about points awarded from references will not be made available to students.
5. SECTION 4: Prior College Degree - Applicants who hold a prior degree and have the degree documented on their transcripts will receive the following points. These are the OCNE standard points for prior degrees.
 - Associate Degree or higher 1 point.

SECTION 5: Discretionary points at Lane: Items 6-8 below. Up to 14 Discretionary Points are available. Lane is using two points for the grade of A or B in Section 1 of Form 2. Therefore 12 points can be earned in Section 5.

***** Discretionary points are subject to change each year. *****

6. SECTION 5: Practical Nurse Program points – all applicants must submit a PDF unofficial copy of a transcript that shows their grades earned in an LPN program that qualified them to sit for their LPN licensing exam to Enrollment Services by date of application. Students who attended non accredited institutions should also mail their transcripts to Enrollment Services. If the Grade Point Average earned from LPN course work is a 3.00 or higher the applicant will be eligible to earn 2 points.
7. SECTION 5: Lane County Residence: 4 points - Lane County residency for 90 days prior to applying, choose [Towns Considered for Lane County Residence](#) for a list of towns outside of Eugene/Springfield. This will be assessed by the street address of the applicant. No PO Boxes. Make sure address is also listed in Form 2. No other documentation is required. See [Residency rules](#) for Lane Community College.
8. SECTION 5: Prerequisite coursework completed at Lane listed on Form 2 Sections 1 and 2 completed at Lane. If 24-35 credits = 1 point and if 36 or more credits = 2 points.
9. Diversity Course – 2points - see [Lane Catalog](#) courses marked with an asterisk *. Graded C or higher. Additional course options include HO 102 Diversity Issues in Health Care or HE 255 Global Health. If course not taken at Lane use the [Lane Transfer Tool](#) or email NursingProgram@lanecc.edu with course description for assistance.
10. Medical Terminology – 2 points - minimum of two credits. Pass or grade of C or higher. If course not taken at Lane use the [Lane Transfer Tool](#) or contact the [Health Professions Division](#) to request a course evaluation.

Additional Requirements: Points not assigned. SECTION 6

11. Oregon unencumbered LPN License through the Oregon State Board of Nursing. Applicants will be required to [submit verification](#). See Form 2. Email PDF provided by the OSBN site to HPApplicationCenter@lanecc.edu attention LPN License Verification for Student Name and L number by date of application.
12. LPN Work Experience – Practice as an LPN – Documented 500 hours or more are required to apply (see directions provided) prior to the application deadline. Submit verification in Agency envelopes by date of application. No points are awarded. An additional 500 hours will be required (total of 1000 hours) prior enrollment in NRS 221 OCNE – RN second year.

DEMANDS OF THE PROGRAM

It is important to understand the mental and physical demands of the nursing program and the career of the nurse. Applicants to the nursing program must be physically and mentally able to cope with the rigors of the curriculum and the demanding nature of the health professions. Nursing students must be able to grasp scientific concepts, set up and answer basic math and algebra problems, and communicate well verbally and in writing. Physically, students must be able to remain on their feet for extended periods, lift up to 25 pounds, hear heart and breath sounds, read fine print and identify skin tones such as pale, ashen, gray or bluish.

Established academic and clinical requirements essential to the program of instruction apply to all students and cannot be waived. Attempts will be made to accommodate and retain qualified applicants with disabilities unless results of evaluations indicate that given reasonable accommodation an individual will still be unable to perform the essential functions required by the program.

LANE LPN ADVANCED PLACEMENT PROGRAM CURRICULUM – Complete Items 1-9 prior to Winter 2014

	Winter 2014 credits		Spring 2014 credits		Summer 2014	
Prior to Entry in RN	NRS 230: Pharmacology I NRS 232: Pathophysiology I	3 3	NRS 231: Pharmacology II NRS 233: Pathophysiology NRS 115 Transition/Lab	3 3 6	Complete remaining LPN Work hours to total 1000 prior to enrollment in RN 2 nd year courses	
	Fall 2014 credits		Winter 2015 credits		Spring 2015 credits	
YEAR 2 OCNE-RN	NRS 221: Nursing in Chronic Illness II & End-of-Life	9	NRS 222: Nursing in Acute Care II & End-of-Life	9	NRS 224: Integrated Practicum (ADN completion)	9
	Humanities, Social or Natural Science (if needed for BSN)	0-6	Humanities, Social or Natural Science (if needed for BSN)	0-6	Electives (if needed for BSN)	0-6
		9-15		9-15		9-15

Note: Course numbers listed here are for courses at Lane Community College. Classes taken at other colleges can only be deemed equivalent by Lane's Faculty and Degree/Transcript Evaluators based on curriculum content. Classes with the same course title and/or number may not transfer in as equivalent.

	Fall 2014 credits		Winter 2015 credits		Spring 2015 credits	
YEAR 3 to complete BSN	NRS 410: Population-based chronic illness & health promotion	10	NRS: 412 Leadership, outcome management in Nursing	10	NRS 425: Immersion II	10
	Epidemiology	3			Humanities, Social, or Natural Science (upper division)	6
	Mth 243 Statistics for BSN (prereq: Mth 111)	3	Humanities, Social, or Natural Science (upper division)	6		
	Humanities (upper division)	3				
		19		16		16

BSN DEGREE OPTION

Successful completion of the LPN Advanced Placement Program allows acceptance to the nursing program and co-admission to Oregon Health & Science University (OHSU) Baccalaureate Nursing program. This allows Lane nursing students' eligibility to complete a BS degree in Nursing from OHSU without an additional competitive application process. Options available for Baccalaureate completion can be found at [Oregon Health Sciences University](http://www.ohsu.edu).

NEW OHSU Requirement for Transition from Lane to OHSU.

From OHSU: "Students should understand that although co-admitted to the Oregon Health & Science University School of Nursing, those who choose to transition from the Lane Community College Nursing Program to OHSU will have to undergo a Criminal Background Check for OHSU at the time of transition and ability to enroll in OHSU courses may be negatively impacted by any criminal history in their background."

ADDITIONAL REQUIREMENTS, COURSES & COMPETENCIES FOR BS DEGREE:

1. Completion of additional courses including Statistics (MTH 243), Epidemiology, and 15 credits of upper division Humanities, Social or Natural Sciences.
2. Foreign Language Proficiency – Language proficiency is a requirement for graduation with the bachelor's degree. This requirement can be met by:
 - a) Two years of the same high school language
 - b) A language proficiency examination
 - c) Two terms (quarters or semesters) of the same college level language. These credits could count toward the 45 prerequisite credits as well as the AAS and BS degree credits.
 - d) American Sign Language is an accepted language to meet the requirement.