NURSING FALL 2015
Application Information Packet

There is a $50 fee to apply to for this program.

You must complete all steps to be considered.

1. PROGRAM COUNSELING & ADVISING

All of the information necessary to make a successful application to the Nursing Program is included in the following pages. It is your responsibility to be aware of program entrance and degree completion requirements.

For Counseling and Advising assistance in meeting program or application requirements please attend an Ongoing/Transfer Workshop with Jessica, or go to Counseling and Advising in Building 1, Room 103 or e-mail NursingProgram@lanecc.edu

An Academic Advising Resource is available to all students. To access this go to www.lanecc.edu choose "Moodle." Select "Academic Advising" and then choose "Nursing LPN and RN Programs: Topic 1 Preparing to Apply."

The following information is intended for program entrance only and does not include information on courses required for degree completion. These can be found in the catalog listing for Nursing.

2. APPLICATION PROCESS & DATES

2A.   Selection Criteria.

Program admission is based on a *point allocation system*. In addition to admitted students, there will be designated alternate students. An alternate is allowed to enter the program **if** an admitted student declines. Alternate students are accepted into the **Fall 2016** program will be granted admission priority the following year.

You are NOT considered an applicant to the program until you meet all application requirements.

2B.   Important Dates:

Application opens: .... **January 5, 2015 at 12:15 a.m.***

Application closes: ....**February 17, 2015 at 4:00 p.m.***

Interview notification: Interview status announced via email...................................**March 31, 2015**

Interview Date: Students need to be available this day.. **April 20, 2015**

Application notification: Application status announced via email............................ **April 29, 2015**

Mandatory orientation: Required for accepted or standby status................................**May 12, 2015**

*Program Online Application and Payment admission system opens approximately 12:15 a.m. and closes approximately 11:45 p.m. each day. You must submit your Online Program Admission Application and Payment and other application documents before the deadline on the application close date. Staff is not available after 5pm, weekends, or holidays to answer questions regarding application issues please keep this in mind in case of last minute questions or problems with the system.

3. PREPARING TO APPLY- APPLICATION REQUIREMENTS

Use this check list to complete all steps in the order provided.
You must complete all steps and submit all documentation by the close date listed above.
Keep this check list as a reference.

You must meet the following criteria to have a complete application process and to be considered for the program. Review the following steps carefully.

_____ 1. **Email Account.** You will need to obtain and maintain an email address if you do not already have one. Lane's Enrollment Services and Health Professions Application Center use this email address to send information. It is your responsibility to set your "spam filter" system to accept email addresses containing @lanecc.edu

_____ 2. **Admission to Lane as a credit student.** If you are not currently a credit Lane student, complete Lane's college admission process and obtain a student "L" number. Make sure to complete all "**Steps to Enroll in Credit Classes**" including testing if needed.

_____ 3. **Advising**. Attend Ongoing/Transfer Workshop with Jessica. See **Section 1**, **Program Counseling & Advising.**

_____ 4. <u>**Oregon Resident.**</u> You must be a current resident of Oregon to apply. Verify that your current Oregon address is in *myLane* (Homepage, Personal Information channel)

_____ 5. **Submit Non-Lane Official Transcripts to Enrollment Services**. All courses used as prerequisites must be recorded on your official transcript and received by Lane Enrollment Services prior to application close date.

_____ 6. **Request Course Equivalency Evaluation (if needed).** Courses taken at other colleges may be eligible for use in the application process. It is your responsibility to initiate the process early and make sure it has been completed by the application deadline. Go to the Enrollment Services website http://www.lanecc.edu/esfs/general-information-transferring-credits

_____ 7. **Complete the Conditions of Application Checklist, Form 1.**

_____ 8. **Complete Form 2: Point Petition Sheet.** Complete all application course requirements as described on Form 2 Point Petition sheet. Only courses which have been completed and transcripted may be used for points. **Extra points will NOT be awarded if you do not complete the Points Petition Sheet**

_____ 9. **Make a Personal Copy of Application Documents** for your files. Your documents will not be returned to you.

4. POINT PETITION DETAILS

Please review the details of each requirement and make sure you have completed the form and submitted the documentation.

Section 1 – Required Courses: Required or Prerequisite Courses, minimum 30 credits of qualified Section 1 courses are required to apply. All courses letter grade C or higher (C- or lower not accepted); the only exception is MTH 095. Courses may be repeated; the most recent grade will be used.

   Item 1 - Anatomy & Physiology I, II, III: (12 credits) BI 231, BI 232, BI 233 – BI 231 is required to apply. If all three AP courses are more than 7 years old – BI 233 needs to be completed Fall 2008 or later.

   Item 2 – Math Proficiency: Choice of MTH 095 or higher (4/5 credits) course with letter grade or you can submit qualified documentation of math proficiency from the below options, these will meet application requirements but do not count towards minimum 30 credits required to apply.

   - MTH 095 or higher with Pass Grade
   - Lane Credit by Exam for MTH 095 or higher
   - AP (Calculus), or CLEP (College Algebra, or any Calculus or Statistics)
   - IB (Mathematics, or Math Studies, or Further Mathematics or Statistics)

Item 3 – English Composition: 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, but will need to use additional approved electives that meet the Section 2 requirements to meet the 30 credit minimum to apply.

Item 4 – Nutrition: Option of FN 225 Nutrition (3 or 4 credits) or FN 240 Nutrition and Metabolism

Item 5 – Human Development: PSY 215 (3 credits) Lifespan Development, The course must cover the developmental process of human life covering the full life span, (not just Child Development); Options at Lane include: PSY 215; or HDFS 226 + PSY 236; or PSY 235 + PSY 236.

Item 6 – Human Relations: Choice of course (3 or 4 credits). See Lane 2014-2015 Catalog: Associate of Applied Science, **Human Relations Courses** list under III. Program Core Requirements: http://www.lanecc.edu/sites/default/files/collegecatalog/aas.pdf

Item 7 – Social Science: See Lane 2014-2015 Catalog: Associate of Applied Science, **Social Science** or **Human Relations** information under II. Discipline Studies for course options (3 or 4 credits).http://www.lanecc.edu/sites/default/files/collegecatalog/aas.pdf

Section 2 Item 8 – Approved Electives: Maximum of 45-47 total qualified credits from Section 1 and 2 courses allowed. See Lane 2014-15 Catalog Associate of Applied Science under II. Discipline Studies course subject options listed under Arts/Letters (excluding studio art and performance arts), Theater Arts courses do meet criteria; Human Relations/Social Science; Science/Math/Computer Science. If, course(s) meets the subject criteria and are from an accredited institution numbered 100 level or higher or considered freshman through senior level then no further steps are required. CIS courses do not meet criteria. No more than two courses in one subject can be listed in Section 2 (e.g. ENG 104,105 and 106, – 106 could not be listed).

Section 3 – Prerequisite GPA: Maximum of 40 points possible. Applicant detail courses that meet prerequisite requirements in Section 1 and 2, validated by Official Transcripts, these are the only courses that should be used to calculate Prerequisite GPA and Prerequisite GPA Points.

Section 4 – Oregon Consortium for Nursing Education (OCNE) Points: Maximum of 11 points possible. These are agreed upon points for all institutions that are a part of OCNE as a community college of 4-year institution.

Anatomy & Physiology Series: BI 231 with either BI 232 or BI 233 is worth 3 points. All three, BI 231, 232, and 233 completed is worth 5 points.

Prerequisite Credits: This references the number in "Section 1 & 2 Total Credits", if it is 37-44 credits it is worth 3 points or if it is 45-47 credits it is worth 5 points.

Prior Degree: Associate level degree or higher that has been documented on the Official Transcript from an accredited institution will receive a maximum of 1 point.

Section 5 – Lane Discretionary Points: Each institution is allowed to use up to 17 points. Lane is using 4 points for the grade of A or B in Section 1 of Form 2. Therefore 13 points can be earned in Section 5.

Lane County Residence: Lane County residency for 90 days prior to applying, choose this link for a list of acceptable towns for a list of towns outside of Eugene/Springfield is worth 2 points. Residency will be assessed by the street address of the applicant in myLane. No PO Boxes. No other documentation is required. See Residency rules for Lane Community College.

Military Service: You must submit your DD-214 as documentation of an active status or have an Honorable Discharge. There is no required field of training or education needed for these 3 points.

Lane Community College Credits: Up to 2 points for prerequisite credits taken at LCC listed in Section 1 and Section 2. If there are 24-35 credits it is worth 1 point or if there are 36-47 credits it is worth 2 points.

Diversity Course: See Lane 2014-15 Catalog, Associate of Arts Oregon Transfer Degree courses marked with an asterisk *. Additional course options include HO 102 Diversity Issues in Health Care or HE 255 Global Health. Course must be 3 credits, graded C or higher on Official Transcript – focus on health care preferred for 1 point.

Medical Terminology Course: HO 100 (3 credits) Competition of a college level course in Medical Terminology - minimum of two credits with Pass or grade of C or higher on Official Transcript for 2 points.

License Verification: Proof of an unencumbered Licensed Practical Nurse LPN License or Certified Nursing Assistant CNA Certification Level 1 or higher through a State Board of Nursing. Submit appropriate verification that recognizes "no disciplinary action is in progress." To verify OSBN current licensure or certification you can select this link: OSBN License Verification

5. FALL 2015 ENROLLMENT ACADEMIC REQUIREMENTS

If accepted to the program, you must complete the following **Enrollment Academic Requirements by the end of Summer 2015.**

o **BI 232 (4 CR),** <u>letter</u> grade of **C** or better

o **BI 233 (4 CR),** <u>letter</u> grade of **C** or better completed within the last 7 years.

6. FIRST YEAR ACADEMIC REQUIREMENTS

If accepted to the program, you must complete the following

• **Biology with Genetics** must be completed by **Sept 2016** (Summer Term prior to Fall Term)

• **BI 234 Microbiology** must be completed by **January 2016** (Fall Term prior to Winter Term)

• **Writing Courses** Students without a Bachelor's degree who took WR 121 or WR 122 prior to Summer 2010 need to complete WR 123 or WR 227 by **April 2016** (Winter Term prior to Spring Term)

7. APPLICATION SUBMISSION CHECKLIST

Submit the Application Packet to HPApplicationCenter via email.

☐ Form 1 Conditions for Application (fillable PDF)

☐ Form 2 Point Petition Sheet (fillable PDF)

☐ Course Equivalency/Substitution forms (if applicable)

☐ Supporting documentation for Additional Points (if applicable)

Complete the Nursing Program Online Application. You will be charged a **$50 non-refundable application fee**. *Use the 2015-2016 Health Professions Online Program Admissions Application and Payment Instructions to complete this process.*

Before you begin the Program Online Application and Payment

☐ You must have a student "L" number to complete this process.

☐ You must have a valid email address to complete this process.

☐ You must have a Visa or Mastercard card to pay the application fee.

8. AMERICANS WITH DISABILITIES ACT

To request assistance or accommodations related to disability, contact Disability Resources at (541) 463-5150 (voice), 711 (TTY), disabilityresources@lanecc.edu (email), or stop by Building 1, Room 218.