ASSOCIATE DEGREE NURSING PROGRAM

LPN to RN Advanced Placement Applicants

APPLICATION PACKET FOR ENTRY INTO PROGRAM IN FALL 2019

Information sessions on the admissions process will be held on the following dates. You may select a session from the times listed below. All sessions will be held in Meyer Health & Sciences Building on the NIC Campus.

<table>
<thead>
<tr>
<th>DAY</th>
<th>DATE</th>
<th>TIME</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday</td>
<td>December 6, 2018</td>
<td>1:30 PM</td>
<td>MHS 102</td>
</tr>
<tr>
<td>Tuesday</td>
<td>December 18, 2018</td>
<td>1:00 PM</td>
<td>MHS 106</td>
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It is the applicant’s responsibility to ensure that all required information is submitted and received in the Admissions Office and that documentation of all requirements is included in the application. Applicants may verify documents received by the Admissions Office on their MyNIC account. Once logged into your MyNIC account, at the top of the screen in the Search box type ‘My Documents’ and find the search result for My Documents – Admissions. No verbal or other written verification will be given. No recognition is given for requirements/courses without documentation.
North Idaho College Associate Degree Nursing Program
LPN/Advanced Placement Application Checklist

This sheet is provided for you to ensure that your application is complete. All materials must be in
the Admissions Office no later than 5:00 PM on Thursday, January 24, 2019 unless otherwise
indicated.

Application to North Idaho College
☐ Complete ☐ Incomplete
✓ If you are not an enrolled student at North Idaho College in spring 2019 you must complete an
application to NIC.

Application to the ADN Program (LPN Advanced Placement)
☐ Complete ☐ Incomplete
✓ This application must be complete.

College Transcripts
☐ Complete ☐ Incomplete
✓ ALL official college and military transcripts must be received in the Admissions Office. Please
be aware that transcripts are not retained for a long period of time and you may need to
reorder transcripts. Only courses that appear on official transcripts at the application deadline
will be used to determine points for admission. Applicants using test scores to meet a required
course must submit a paper copy of the scores if the course credit does not appear on the
transcript. Test scores are valid for two years from the test date.

Documentation of Practical Nursing License
☐ Complete ☐ Incomplete
✓ Provide a copy of your current, Practical Nursing License valid through the application
deadline.

Nursing Entrance Exam
☐ Complete ☐ Incomplete
✓ TEAS results must be submitted to the Admissions Office for each application period.
Applicants may take the TEAS only once each application period. TEAS scores are valid for
two years. Applicants who have taken the TEAS-V or VI within the past two years may reuse
the scores. See page 9 for scheduling requirements.

Statement from previous nursing school
☐ Complete ☐ Incomplete
✓ Applicants who have attended any nursing program other than NIC must submit a statement
regarding eligibility for readmission to each nursing program(s) previously attended. The
statement must come from an instructor or administrator of the program(s). If a nursing school
statement was submitted with a completed application to an NIC nursing program within the
previous two years, that statement may be resubmitted with this application.

Current Schedule
☐ Complete ☐ Incomplete
✓ Applicants who are enrolled in prerequisite courses in spring 2019 in a school other than North
Idaho College must submit a copy of their current schedule and complete the enclosed form
titled Prerequisite Course Information Sheet. This will validate eligibility to meet
prerequisites.
Completed Courses
✓ Applicants for Advanced Placement into the fall semester of the second year of the Associate Degree Nursing Program must be enrolled in any remaining prerequisites at the application deadline. Additionally, transcripts for all prerequisite courses not completed at NIC must be received in the Admissions office by July 25, 2019.

These prerequisite courses include:

- English 101 (English Composition)
- English 102 (English Composition)
- Biology 227 (Human Anatomy and Physiology I)
- Biology 228 (Human Anatomy and Physiology II)
- Bacteriology 250 (General Microbiology)
- Communications 101 (Public Speaking)
- Psychology 101 (Introduction to Psychology)
- Sociology 101 (Introduction to Sociology)
- One Math course from the Math List for the A.S. Degree (see NIC Catalog)
- Transition course required during summer for those who are accepted into the program (NURS 196). This will also include clinical rotations as well as documentation of vaccinations and/or additional vaccinations.

Documentation of Work Experience
✓ The applicant must document a minimum of 6 months of full-time work experience (or the equivalent in part-time experience of 750 hours) as a LPN in the preceding 3 years. Applicants must submit the Verification of Work Experience form with the Admission Packet by January 24, 2019. The applicant will have until March 29, 2019 to complete required hours. If required hours will be completed after January 24, 2019, it is the applicant's responsibility to submit supplementary verification of hours completed directly to the Division of Nursing, North Idaho College, by April 1, 2019.

Documentation of IV Training/Certification
✓ All applicants for advanced placement must have verification of IV certification or documentation of an approved IV course taken within three years of anticipated admission. This may include documentation of IV insertion content in an LPN program. If the applicant doesn't hold an active IV certification, we will also accept a letter from your current employer verifying that your IV skills are active and current.
IMPORTANT ADDITIONAL INFORMATION:

It is the applicant's responsibility to ensure that all required information is submitted and received in the Admissions Office and that documentation of all requirements is included in the application. Applicants may verify documents received by the Admissions Office on their MyNIC account. Once logged into your MyNIC account, at the top of the screen in the Search box type 'My Documents' and find the search result for My Documents – Admissions. No verbal or other written verification will be given. No recognition is given for requirements/courses without documentation.

- It is highly recommended that applicants with transfer credits view their transcript evaluations before the application deadline to assure that they have courses which meet the prerequisite admission requirements for the Associate Degree Nursing Program at North Idaho College. The transcript evaluation may be viewed on the applicant’s MyNIC account. Once logged into your MyNIC account, at the top of the screen in the Search box type Transcript Credits’ and find the search result for View Transfer Credits.

- Applicants using AP, CLEP or other test scores for a course to meet a degree requirement must submit a paper copy of the scores if the test score is not listed on the transcript. COMPASS, SAT or ACT Test scores are valid for two years from the test date.

- Applicants with two admissions to a Nursing Program at NIC (RN and/or PN) are no longer eligible for consideration for admission.

- Applicants will be notified of acceptance or denial to program approximately three months after application deadline occurs.

Incomplete applications or application materials received after 5:00 PM on January 24, 2019 will not be considered.
Remember!
In addition to this program application, you must also complete the North Idaho College general Application for Admission.

Visit http://www.nic.edu/apply to apply online or download a printable application, or visit the Admissions Office in Lee-Kildow Hall.
North Idaho College Student Identification Number ___________________________

Name
Last                                                        First                                        Middle   Preferred Name

Other Names Appearing on Records ________________________________

Current Mailing Address
Street Address                      City                              County                State           Zip

Home Phone ______________________    Cell Phone

E-Mail __________________________

Please list all colleges attended:

<table>
<thead>
<tr>
<th>Name of College, Trade School, etc.</th>
<th>City &amp; State</th>
<th>Dates Attended</th>
<th>Grad. Date</th>
<th>Degree/#Credit Earned</th>
</tr>
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The Office of Admissions must receive official transcripts by the application deadline.

Military: Active _____  Veteran ______ Other _______
(DD 214 will be required after initial applicant screening)

Please read and sign.

• I hereby certify that the information contained in this application is true and complete to the best of my knowledge.

• I understand that any misrepresentation or falsification of information is cause for denial of admission or expulsion from college.

• I understand that upon acceptance into the nursing program, a criminal background check will be required for participation in clinical rotations. Violations which appear on the background check may result in denied access to clinical sites and, therefore, inability to complete the nursing program.

• I understand that a felony conviction may prevent me from obtaining a nursing license.

__________________________________________  ______________  
Applicant’s Signature                                                                         Date

The nursing program is committed to diversity and has a selection process which does not discriminate on the basis of race, color, religion, national origin, sex or age.
Prerequisite Course Information Sheet

Students currently enrolled in prerequisite courses at schools **OTHER** than North Idaho College must complete this information sheet. This sheet and documentation of enrollment in the courses listed below must be submitted with the application in order to provide evidence of eligibility.

Name________________________________________________________

Prerequisite course/s I am currently taking:

____________________________________________________________

____________________________________________________________

Name of college ____________________________________________

Course/s will be complete on (date) ____________________________

The course/s is/are being offered in a ________quarter_________semester system. (Check one)

____________________________________________________________

____________________________________________________________

Name of college ____________________________________________

The course/s will be complete on (date) __________________________

The course/s is/are being offered in a ________quarter_________semester system. (Check one)

Transcripts for all prerequisite courses not completed at NIC must be received in the Admissions office by July 25, 2019
To be completed by the student:

I hereby give permission for the release of information to the Associate Degree Nursing Program at North Idaho College:

Applicant Name (printed): ________________________________
Signature: ________________________________
Date: ________________________________

To be completed by the employer:

Please complete the following information below in regard to this employee. After completion please return this form to employee.

Facility Name: ________________________________

Unit Worked/Description of Unit: ________________________________

Dates of Employment: ________________________________

Total number of hours worked as an LPN at this facility in the preceding 3 years: ______

Name/Position of individual completing this form: ________________________________
Signature: ________________________________ Phone Number ________________________________
Date: ________________________________

Please return this completed form to the NIC Admissions Office with LPN/Advanced Placement Application
RN Entrance Exam
To schedule Test of Essential Academic Skills (TEAS):

1. Turn in completed “LPN/Advanced Placement Nursing Application” sheet to the Admissions Office.

2. **Only individuals who have applied for admission to the nursing program for fall 2019 are eligible to test.**

3. Schedule the exam.
   A. To schedule the exam at NIC in Coeur d’Alene: Log on to www.nic.edu/teas
   B. To schedule the exam at an NIC Outreach Center: Log on to www.nic.edu/teas
      and follow the information for the Outreach Center of your choice.

4. Bring to the testing site on your scheduled day:
   A. Your picture ID
   B. A **valid credit/debit card** to pay for the exam (cash or checks are **not accepted**). The cost is $58.

   **Applicants who appear for testing without a picture ID and a valid credit/debit card will not be allowed to test.**

5. It is the applicant’s responsibility to submit an official copy of the test results to the Admissions Office by 5:00 pm on Thursday, January 24, 2019.

Additional information:
- The TEAS will be administered at the NIC testing center on various dates through the application deadline. It is the applicant’s responsibility to ensure that an official copy of the exam is in the Admissions Office by 5:00 pm on Thursday, January 24, 2019.

- In addition to the NIC testing fee, the applicant is also responsible for all fees assessed by an alternate test site.

- The exam may take up to 4 hours to complete. It may be taken only once each application period. TEAS scores may be used for two consecutive application years. If the TEAS is repeated, the most recent scores will be used for the application. If a TEAS score is to be reused for another application period, it is the applicant’s responsibility to resubmit the scores to the Admissions Office for that application period.

- TEAS VI is the current version that is being offered; however, NIC will accept a previous TEAS V if completed within two years of the application deadline.

North Idaho College is committed to serving TEAS examinees with documented disabilities by providing reasonable accommodations appropriate to the examinee’s diagnosis and needs. North Idaho College also provides some supports to English Learners, (English as a Second Language, ‘ESL’). In order to be considered for TEAS accommodations, please contact the North Idaho College Disability Support Services (DSS) office at 208-665-4520. The DSS office is located in Seiter Hall, Room 100.
North Idaho College
Associate Degree Nursing Program
LPN/Advanced Placement
Point System for Admission for Entry into Fall 2019

A. Applicants who have met the following admission requirements for the program and who submit a complete application will be considered (see College Catalog for details on admission requirements).
1. Valid, current Practical Nursing license.
2. Documentation of IV Certification.
3. 750 documented hours of experience within the past 3 years as an LPN.
4. Prerequisite Courses – ENGL 101, ENGL 102, COMM 101, BIOL 227, BIOL 228, BACT 250, PSYC 101, SOC 101, MATH (from A.S. Degree list in NIC Catalog).
5. Minimum cumulative GPA of 3.0 on completed degree requirements
6. Minimum grade of C/2.0 must be earned in all required courses.

B. Within the final acceptance letters, there will be details regarding the mandatory orientation. Accepted students must appear in person at the Coeur d’Alene campus on the scheduled date and time in order to retain their acceptance status.

G. Additional information:
- The minimum GPA of 3.0 for program eligibility will be calculated on degree requirement courses for the A.S. in Nursing which have been completed and appear on the transcript at the application deadline.
- Applicants using AP, CLEP or other test scores for a course to meet a degree requirement must submit a paper copy of the scores if the test score is not listed on the transcript. COMPASS, SAT or ACT Test scores are valid for two years from the test date.
- If applicants have more than one course that will meet a degree requirement (i.e. three GEM 5 courses), the course meeting the requirement with the highest grade will be used in point calculation.
- In the event there are applicants with an equal number of points, and the number of applicants (who are tied) outnumber the remaining open positions in the program, the following system will be used to determine who is selected:
  1. Applicants with an equal number of points (tied) who have provided appropriate documentation of military service will be put at the top of their point category. If there continues to be a tie, then:
  2. GPA, as defined above, will be used to rank the remaining tied applicants. If there still continues to be a tie, then:
  3. A random drawing of all the remaining tied applicants will be held for the final slot/s.
Associate Degree Nursing
Point Calculation Worksheet

To be kept by the applicant for personal use.

A. GPA

<table>
<thead>
<tr>
<th>A.S. Degree</th>
<th>Grade</th>
<th>Bonus Points</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requirement</td>
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</tr>
<tr>
<td>ENGL 101</td>
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<td>ENGL 102</td>
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<td>BIOL 227</td>
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<td>BIOL 228</td>
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<td>BACT 250</td>
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<td>MATH course meeting</td>
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<td>A.S. degree requirements</td>
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<td>COMM 101</td>
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<td>PSYC 101</td>
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<td>SOC 101</td>
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<tr>
<td>GEM 5</td>
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<tr>
<td>GEM 5</td>
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<td></td>
<td>• Biol-227, Biol-228 &amp; Bact-250 are worth 4 additional bonus points each if completed with a 3.0 or higher (If repeated, average of 2 most recent scores must average 3.0 or higher)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Completion, with C/2.0, of non-prerequisite degree requirements are worth 1 additional point per course</td>
<td></td>
</tr>
</tbody>
</table>

| GPA | Total A _________ |

B. Bonus Points

| GPA | Total B _________ |

C. Pre-admission Assessment Exam (TEAS-VI). The number for “adjusted individual total” score percentage will be used to determine points as follows:

- 90.6% - 100% = 25 pts
- 78% - 90.5% = 20 pts
- 58.6 – 77.9% = 15 pts
- Below 58.6% = Ineligible

| Total C _________ |

D. 12 or more credits completed at NIC with C/2.0 = 15 pts
- 6 - 11 credits completed at NIC with C/2.0 = 8 pts

| Total D _________ |

E. Bachelor’s or higher from accredited institution, recognized by NIC = 10 pts

| Total E _________ |

| TOTAL A - E _________ |