

"Imagine Possibilities"



El Centro College

LVN-RN Advanced Placement

A Licensed Vocational Nurse (LVN) may complete the Associate Degree Nursing program via the LVN to RN Advanced Placement (“Bridge”) program at the El Centro College campus. The Associate Degree Nursing program is accredited by the National League for Nursing Accreditation Commission and the Texas Board of Nursing.

Admission to the LVN to RN Advanced Placement Program is open to applicants who have not previously been enrolled in an Associate Degree Nursing program; however, such an applicant may petition the Dean for admission consideration. Applicants must complete all entrance requirements outlined in this information packet and must possess current Texas LVN licensure. The clinical skills/math review course expectations of the program requires applicants to have had at least six months recent work experience as an LVN prior to admission.

Acceptance to the LVN to RN Advanced Placement Program is via a **competitive ranking process for selection based on a point award system for designated criteria.**

LVN’s who are accepted to the Advanced Placement program enroll into three advanced placement or “bridge” courses: a three-credit-hour lecture course (RNSG 1327), a two-credit-hour skills component (RNSG 1270), and a one-credit-hour clinical component (RNSG 1161) which involve 2-3 full days of classes for the first semester of the Advanced Placement program. After successful completion of the “bridge” semester courses, the student transitions into the third semester Associate Degree curriculum (RNSG 2514/2460) to complete the final two semesters of the traditional nursing program. At the completion of the program, 14 additional credit hours are awarded for a portion of the first two semesters of the traditional Associate Degree Nursing program.

This information packet contains specific application guidelines and requirements. By submitting an application packet, an individual verifies that they have 1) read the packet thoroughly, 2) obtained all necessary documents from designated website addresses, and 3) understood the policies and procedures for application and acceptance to the program.

EQUAL EDUCATIONAL OPPORTUNITY

Educational opportunities are offered by the Dallas County Community College District without regard to race, color, age, national origin, religion, sex, disability, or sexual orientation.

APPLICATION REQUIREMENTS TO THE LVN TO RN ADVANCED PLACEMENT PROGRAM

Application to the LVN to RN Advanced Placement Program requires the following steps:

- Application and current admission to a Dallas County Community College District (DCCCD) campus.
- Completion of the four primary prerequisite courses with a minimum grade of “C” or higher and a cumulative grade point average (GPA) of 2.50 or higher on those specific courses **and** completion of the four remaining secondary prerequisite courses with a minimum grade of “C” or higher on each.
- Completion of designated sections of the HESI A² Test with a minimum score of 70% on each of the required sections.
- Submission of a complete application packet to the Health Occupations Admissions Office during a designated filing period.
- Successful completion of the nursing skills/math review course through Continuing Education.

A. General Admission Requirements to the College

Applicants to the LVN to RN Advanced Placement program must meet college admission requirements in the Dallas County Community College District as outlined in the official college catalog at <http://www.ElCentroCollege.edu>. Applicants must have earned either a high school diploma or General Education Diploma (GED) certificate in addition to complying with Texas Success Initiative (TSI) requirements. Students should consult the college counseling office to determine their TSI status prior to application to a Health Occupations program.

Initial Advisement

Students who are beginning college for the first time or who need assistance with placement testing, TSI issues, and/or registration for prerequisite courses must visit with an academic advisor in the College Counseling Center as their first step toward future application to a health occupations program. The student who has not completed college coursework should request a general Associate Degree plan from the Counseling Center as a starting point toward application to a health occupations program. **NOTE: Additional assessment testing in computer literacy and learning frameworks courses may be required for certain students. See an Academic Advisor for more information.**

Program Information Sessions

Potential applicants are strongly encouraged to attend an optional Associate Degree Nursing program information session where the nursing program, application procedures, and acceptance policies are discussed in detail. Information sessions are held at the El Centro and Northlake campuses; no reservation is necessary to attend. The Information Session schedule for the current semester is available online at www.ElCentroCollege.edu/HealthOccAdmissions and in the El Centro College Health Occupations Admissions Office (Room P-101) in the Paramount Building located at 301 North Market Street.

B. Program Prerequisite Courses

Application to the LVN to RN Advanced Placement program requires a total of 27 credit hours of prerequisite coursework. **An applicant must complete the following four primary prerequisite courses with a minimum cumulative grade point average of 2.50 or higher on these specific courses:**

			<u>Credit Hrs.</u>
SCIT	1407*	Applied Human Anatomy & Physiology I <u>OR</u>	4
	BIOL 2401	Anatomy & Physiology I	
ENGL	1301	Composition I	3
MATH	1314**	College Algebra	3
PSYC	2301	Introduction to Psychology	<u>3</u>
			13

In addition, an applicant must also complete the following four secondary prerequisite courses listed below with a minimum “C” grade on each course prior to application:

			<u>Credit Hrs.</u>
SCIT	1408*	Applied Human Anatomy & Physiology II <u>OR</u>	4
	BIOL 2402	Anatomy & Physiology II	
BIOL	2420	General Microbiology	4
PSYC	2314	Developmental Psychology	3
SPCH	1311+	Introduction to Speech Communications	<u>3</u>
			14

Applicants must also achieve a minimum GPA of 2.00 or higher on a 4.0 system to be eligible for program acceptance. Developmental course grades are not included in the overall GPA calculation.

- * Science courses including SCIT 1407 and BIOL 2401 must be completed less than 5 years prior to program anticipated program entrance. BIOL 1406 is the prerequisite for BIOL 2401. NOTE: SCIT 1407/1408 may not transfer to four-year universities.
- ** MATH 1414 – College Algebra is also recognized as the math prerequisite course and is calculated as a three credit hour c course for ranking purposes only. Higher level math courses such as Calculus may be evaluated for possible substitution if a student did not complete a college algebra course.
- + Although SPCH 1311 is the preferred course, SPCH 1315 – Fundamentals of Public Speaking is also accepted.

C. *Evaluation of Previous Coursework*

To insure the transferability of previous coursework completed at colleges and universities other than Dallas County Community College District campuses, potential applicants to health occupations programs should have their coursework evaluated by the Health Occupations Admissions Office at least one semester prior to the application deadline for their program of choice if possible. **This procedure is especially important for students with coursework from colleges and universities outside the state of Texas.**

Transcripts and accompanying course descriptions will first be evaluated by the Health Occupations Admissions Office and, if necessary, be reviewed by respective college faculty for that course discipline. When all courses have been reviewed, an Educational Plan will be prepared for the student. The Educational Plan is accepted as a preliminary “degree plan” for student advisement purposes.

These evaluations are usually completed within 10-14 working days. The evaluation process is not completed during individual appointments or on an “as you wait” basis. **During peak times such as registration or after the close of the semester when faculty are unavailable, an evaluation may take as long as 30 days for review. Therefore, it is to the applicant’s advantage to request the Educational Plan at their earliest convenience prior to application to the program.**

The El Centro College Health Occupations Admissions Office and the Health/Legal and Continuing/Workforce Education Division reserves the right to accept or reject any coursework completed outside the DCCCD presented for transfer evaluation toward Health Occupations programs.

For more information on requesting evaluation of your previous coursework and the Educational Plan, download the guidelines and Request for Educational Plan form at the following link: www.ElCentroCollege.edu/HealthOccAdmissions.

Five-Year Time Limit on Science coursework

All science coursework (anatomy/physiology and microbiology) must have been completed less than five years prior to application to a Health Occupations program. If an individual has **current** experience utilizing their related science knowledge or has completed **advanced courses** in a related science area, the student may petition for a waiver of the time limit through the Health Occupations Admissions Office as a separate review or in conjunction with an educational plan request.

NOTE: In order for a science course taken outside the DCCCD to be considered for a five-year time limit waiver, the course must first be approved for transferability. Information on the five-year time limit waiver is included with the **Request for Educational Plan** guidelines at the following link: <http://www.ElCentroCollege.edu/HealthOccAdmissions>.

Coursework from Foreign Universities

Only courses such as college algebra, anatomy/physiology, and microbiology may be considered for transfer to Health Occupations programs from colleges or universities outside the United States. No other courses will be considered. Science courses must be within the five-year time limit.

For more information regarding the evaluation of foreign coursework for transfer credit, see the following link: <http://www.ElCentroCollege.edu/HealthOccAdmissions>.

Credit by Examination, CLEP, and Advanced Placement Credit

Credit through CLEP, High School Advanced Placement Exams and Credit by Examination may be awarded for a limited number of courses toward Health Occupations programs.

Advanced Placement (“AP”) credit for ENGL 1301 and MATH 1314 is acceptable if the credit appears on a college transcript as ENGL 1301 and MATH 1314 equivalency. A letter grade is not awarded for “AP” credit.

NOTE: An applicant to the LVN to RN Advanced Placement program may present credit by exam, CLEP, or “AP” credit for only one of the four prerequisite courses and one support course. Credit will be acknowledged but not calculated with the grade point average.

Detailed information regarding Advanced Placement, CLEP, and Credit by Examination can be found at <http://www.ElCentroCollege.edu/HealthOccAdmissions>.

D. HESI A² Test

The HESI A² test is a timed, computerized test which is usually completed in 3-4 hours. In addition to completing the five prerequisites courses, applicants to the LVN to RN Advanced Placement program must also earn *a minimum score of 70 or higher* on the following sections of the HESI A² test: **Reading Comprehension, Grammar, Vocabulary/General Knowledge, Math, and Anatomy/Physiology.** Students must also complete the Learning Styles and Personality Profile sections and submit those results with their application materials. The Learning Styles and Personality Profile sections are not graded.

HESI A² scores are considered in the points award ranking process. Scores on the math and anatomy/physiology sections are considered separately. Scores on the Reading Comprehension, Grammar, and Vocabulary/General Knowledge are combined and the average score (referred to as the “English” score in the sample ranking table on page seven) is considered for points.

The following is an example of points awarded for a sample applicant’s HESI A² scores:

<u>HESI A² section</u>	<u>Score</u>	<u>Points Awarded</u>
Math	94	2
Anatomy/Physiology	96	3
Grammar	88	
Vocabulary/General Knowledge	92	
Reading Comprehension	<u>87.23</u>	
	$267.23 \div 3 =$	89.08 (“English” score) 2

Please note the following important information regarding the HESI A²:

- Test scores are valid for **two years** from the date of testing.
- Applicants may take the HESI A² at any approved testing site including the assessment centers at El Centro and Northlake College campuses. The approximate cost of the HESI test at DCCCD campuses is \$35.00.
- **Applicants are responsible for securing their own testing appointment at the location of their choice.** The procedure for making testing appointments and payment varies among testing sites. **Applicants are responsible for submitting all of their score sheet(s) with their nursing application materials.**
- HESI A² testing appointments at the El Centro campus fill quickly. Applicants are encouraged to schedule their HESI A² several weeks prior to an application filing deadline.
- The **HESI A² Study Guide** is available at various bookstores including the Follett Bookstores at the El Centro and Northlake campuses.
- A **HESI A² Prep** course is periodically offered by the El Centro College Continuing Education Division. Contact that office at 214-860-2147 for dates and times of the prep course.
- **There is no limit on the number of times an applicant may take the HESI A² test for application to the LVN to RN Advanced Placement program.** An applicant may retest on any section or sections of the test on which they did not achieve the minimum score. Before the retest, the applicant is encouraged to review the study guide and/or enroll in the HESI A2 prep course to prepare for the retest opportunity. HESI score sheets from all testing attempts must be submitted with the nursing application packet. **The highest score earned (above the required minimum score of 70) on each section of the HESI A² will be used to generate points in the ranking process.**

More information on the HESI A² and the process for scheduling a testing appointment to take the HESI A² at the El Centro campus is available at: <http://www.ElCentroCollege.edu/HealthOccAdmissions>

E. Application Packet Submission

READ THE FOLLOWING INSTRUCTIONS CAREFULLY. Applicants must submit complete nursing application materials to the El Centro College Health Occupations Admissions Office either in person or by mail on or before the application filing deadline.

Application packets with incomplete materials will be disqualified and will be returned to the applicant.

The LVN to RN Advanced Placement program application materials must be submitted in a 9x12 inch envelope and include the following items to be considered complete and valid:

1. A completed **LVN to RN Advanced Placement program Application form** (included in this information packet) and the signed **Statement of Student's Responsibility form** (also included in this information packet).
2. **Official transcript** verifying completion of a Vocational Nursing program.

3. **One official transcript from every college previously attended** other than DCCCD colleges. (Dallas County Community College District transcripts, continuing education transcripts, and transcripts from outside the U.S. are not required.) **NOTE: The print date of a transcript must be less than three years old at the time of program application.**
 - **Separate official transcripts are required from each college attended** although that coursework may be printed on another transcript as transferred coursework.
 - *Students must submit a complete set of official transcripts to the Health Occupations Admissions Office with the nursing application packet materials even though the transcripts may have been previously submitted to a DCCCD Registrar's Office.*

IMPORTANT NOTE: Another complete set of official transcripts should also be submitted to the El Centro College Registrar's Office if not submitted previously to another DCCCD campus.

 - **Transcript photocopies issued to the student or issued by a registrar's office are not acceptable as official transcripts.** Grade printouts such as WebAdvisor, advising reports, e-mails from instructors, and other such documents are not accepted as official transcripts.
 - **If a college or university only releases transcripts directly to another college, the applicant is solely responsible for ensuring that the transcripts are mailed to the Health Occupations Admissions Office and they must be received before an application filing deadline.** Documentation such as a copy of the transcript order form indicating the date the transcript was requested must be included with the application packet materials.

The applicant is wholly responsible for ensuring that transcripts which are to be sent directly to the Health Occupations Admissions Office are received before an application filing deadline.

 - If a student is enrolled in a humanities elective support course which can be completed before the next application filing deadline, the student should not submit their application packet until the course is completed. Once a complete and valid application packet is submitted during a filing period, additional materials including updated transcripts cannot be added to the packet for that filing period.

4. A **catalog course description** for each course taken outside the Dallas County Community College District which applies to the nursing curriculum (prerequisite courses and/or general studies courses) and for which the student seeks transfer credit.

Course descriptions may be photocopies or printouts from online catalogs. The course numbers on catalog course descriptions must match those on the transcript. Course descriptions should be marked on the photocopy. **Do not mark or highlight courses on official transcripts.** Course descriptions are not required for courses completed at a DCCCD campus.

5. **Signed letter from the LVN's supervisor/employer verifying at least 6 months employment** at that facility with a detailed outline of responsibilities and duties.

6. The original **HESI A² score sheet** indicating achievement of **a minimum score of 70 or higher on each of the five required sections and the Personality Profile and Learning Style results.**

7. The completed **Physical Examination and Immunizations Record form.** Applicants are responsible for obtaining the physical form and immunization guidelines from the following link: www.ElCentroCollege.edu/HealthOccAdmissions. See also item number 5 under the General Information section on page 13 of this packet.

8. **A photocopy of the applicant's current "Healthcare Provider" level CPR card.** Please note that the expiration date of the card must not occur before the end of the first semester of potential entry to a Health Occupations program. See item 6 under the General Information section on page 13 of this information packet for CPR details.
9. Documentation of the applicant's personal healthcare insurance coverage such as a photocopied insurance card. See also item number 9 under the General Information section on page 14.
10. Applicants must also present proof of their **Texas L.V.N. license.**

NOTE: Submitting incomplete application materials (including physical exam, immunizations, etc.) will disqualify the application and the student will not be considered further in the application process. Students are advised to retain a photocopy of all materials submitted as their application packet.

Nursing Skills/Math Review Course

Once an individual has submitted the above materials and has been verified as a qualified applicant, they will receive a skills check-off packet and instructions to enroll in the **nursing skills/math course review course** (approximate cost \$125.00). This Continuing Education course is a review and a final check-off verification of the applicant's nursing skills and math dosage calculation proficiency. The course is typically offered in three, all-day sessions. **The applicant must successfully complete the skills/math course check-off component of the review course in order to be eligible for final selection to the LVN to RN Advanced Placement program.**

F. Application Filing Periods

The LVN to RN Advanced Placement program begins each fall semester. At the discretion of the Health and Legal Studies Division, a spring class may also be offered. There are two official filing periods per calendar year for entry into the LVN to RN Advanced Placement program:

**Official application filing period for Fall semester (late August) admission:
November 1 – February 28**

Preliminary notification letters are mailed by April 15th.
Acceptance letters are sent following completion of the Nursing Skills/Math Review course.

**Official application filing period for Spring semester (mid-January) admission:
May 1 – August 31**

Preliminary notification letters are mailed by October 15th.
Acceptance letters are sent following completion of the Nursing Skills/Math Review course.

Complete application packets may be presented in person at the Health Occupations Admissions Office during regular hours of operation or submitted in the drop box adjacent to the office door. An application packet may also be mailed providing it is postmarked no later than an application filing deadline date.

NOTE: In the event that the last day of a filing period falls on a holiday or a Sunday when the campus is closed or when the post office does not postmark mail, complete application packets may be presented to the El Centro College Health Occupations Admissions Office ***in person by 5:00 p.m. on the next regular business day.***

When submitting your application by mail, address your envelope containing complete application materials to:

Kollin Hodge, Nursing Bridge Admissions
Health Occupations Admissions
El Centro College/Paramount
801 Main Street
Dallas, Texas 75202

When submitting your application in person, bring your envelope containing complete application materials to the:

Kollin Hodge, Nursing Bridge Admissions
Health Occupations Admissions Office Room P-101
Center for Allied Health and Nursing (Paramount Building)
301 North Market Street
Dallas TX 75202

Late Application Guidelines

In the event that all applicants on the ranked list for a specific application filing period are accepted and space still remains in that LVN to RN Advanced Placement class, a portion of the next official filing period may be designated as an unofficial late applicant pool to finish filling the current class. **Applicants should not assume that late applications will be considered for each fall or spring LVN to RN Advanced Placement class.**

LATE filing for Fall semester admission (if necessary):

May 1 – June 15

Preliminary notification letters are mailed by June 30th.
Final notification letters are sent following completion of the Nursing Skills/Math Review course.

LATE filing for Spring semester admission (if necessary):

September 1 – October 15

Preliminary notification letters are mailed by October 31st.
Final notification letters are sent following completion of the Nursing Skills/Math Review course.

NOTE: Applicants who are enrolled in their final prerequisite courses during a late application period may submit an application packet with proof of enrollment in that final prerequisite course **no later than June 15th for a Fall semester entry and October 15th for a Spring entry** to the LVN-RN Advanced Placement program. The applicant would not be considered for formal acceptance to the program until the final prerequisite course had been successfully completed and their application verified as complete. These applicants would be considered as a late applicant if space remained in the class.

Only applicants who are being offered a late space will be notified via email; all other late applicants will be considered in the current official filing period.

G. Selection Process

Applicants are ranked for acceptance selection via a point award system*. Point award totals for applicants may range from a minimum of 6 points to a maximum of 20 points on the designated criteria below:

POINT AWARD CRITERIA POTENTIAL POINTS PER CRITERIA

Primary Prerequisite Course Cumulative GPA (2.5 minimum required) 5 points

2.50 – 2.99	=	3 points
3.00 – 3.49	=	4 points
3.50 – 4.00	=	5 points

Secondary Prerequisite Courses Cumulative GPA (“C” or higher in each) 5 points

2.00 – 2.49	=	2 points
2.50 – 2.99	=	3 points
3.00 – 3.49	=	4 points
3.50 – 4.00	=	5 points

Humanities Elective completed with a minimum grade of “C” 1 point

1 – 4 credit hours	=	1 point
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**HESI A² Test – Points awarded for each of the following sections:
Math, Anatomy/Physiology, and combined “English” sections: 9 points**

70 – 74	=	0 points
75 – 84	=	1 points
85 – 94	=	2 points
95 – 100	=	3 points

MAXIMUM TOTAL POINTS 20 points

* In the event that two or more applicants with the same point award total, the cumulative score on all five required sections of the HESI A² will be used to break the tie.

The table below illustrates the ranking process for a sample group of applicants:

EXAMPLE OF POINT AWARD RANKING PROCESS

	Cumulative GPA on 4 Primary Prerequisite Courses (Max. 5 pts.)	Cumulative GPA on 4 Secondary Prerequisite Courses (Max. 5 pts.)	Support Course Credit Hours (Max. 1 pt.)	HESI A ² Scores on English*, Math, and Anatomy/Physiology (Max. 9 pts.)	Total Points (Max. 20 pts.)	Cumulative Score on all five required sections of HESI A ² (tiebreaker)
Applicant #1	3.77 = 5 pts.	3.86 = 5 pts.	3 cr hrs = 1 pt.	English 97.26 = 3 pts. Math 98 = 3 pts. A/P 96 = <u>3 pts.</u> TOTAL HESI PTS. 9 pts.	20	455.26
Applicant #2	3.54 = 5 pts.	3.00 = 4 pts.	3 cr hrs = 1 pt.	English 95.89 = 3 pts. Math 96 = 3 pts. A/P 95 = <u>3 pts.</u> TOTAL HESI PTS. 9 pts.	19	458.89
Applicant #3	4.00 = 5 pts.	3.14 = 4 pts.	3 cr hrs = 1 pt.	English 95.74 = 3 pts. Math 99 = 3 pts. A/P 89 = <u>2 pts.</u> TOTAL HESI PTS. 8 pts.	18	451.74
Applicant #4	3.31 = 4 pts.	3.07 = 4 pts.	0 cr hrs = 0 pts.	English 93.26 = 2 pts. Math 97 = 3 pts. A/P 96 = <u>3 pts.</u> TOTAL HESI PTS. 9 pts.	17	422.26
Applicant #5	3.69 = 5 pts.	2.79 = 3 pts.	0 cr hrs = 0 pts.	English 96.89 = 3 pts. Math 95 = 3 pts. A/P 92 = <u>2 pts.</u> TOTAL HESI PTS. 8 pts.	16	436.89
Applicant #6	2.92 = 3 pts.	2.85 = 3 pts.	0 cr hrs = 0 pts.	English 98.74 = 3 pts. Math 96 = 3 pts. A/P 98 = <u>3 pts.</u> TOTAL HESI PTS. 9 pts.	15	468.74
Applicant #7	4.00 = 5 pts.	2.29 = 2pts.	1 cr hrs = 1 pt.	English 89.26 = 2 pts. Math 88 = 2 pts. A/P 95 = <u>3 pts.</u> TOTAL HESI PTS. 7 pts.	15	415.26

* “English” score is derived from averaging the Reading Comprehension, Grammar, and Vocabulary/General Knowledge sections of the HESI A2.

The shaded columns reflect the total point award calculation and the final tie breaker which is the combined scores on the five required sections of the HESI A². **You will note that no single ranking criterion determines competitiveness in the applicant pool.** All four ranking criteria (cumulative primary prerequisite course GPA, cumulative secondary prerequisite course GPA, humanities elective credit hours completed with a grade of “C” or higher, and the three designated HESI A2 scores factor into the point award ranking process.

For example, Applicant #1 has a cumulative HESI A² score of 455.26 on all five sections combined, has a 3.77 primary prerequisite GPA, a 3.86 secondary prerequisite GPA, has completed the humanities elective course from the LVN to RN Advanced Placement curriculum for a point total of 20. You will note that Applicants #6 and #7 have the same final point total of 15; however, Applicant #6 has a higher combined HESI A2 score of 468.74 as opposed to Applicant #7’s combined HESI A² score of 415.26 which breaks the tie between them.

Therefore, if there were only six spaces in the LVN to RN Advanced Placement program, Applicants 1-6 would be accepted to the program.

Applicants may improve their points ranking by: 1) repeating one or more of the four primary prerequisite courses to earn a higher primary prerequisite GPA (the last grade earned will be the grade of record); 2) repeating one or more of the four secondary prerequisite courses to earn a higher secondary prerequisite GPA; 3) completing the humanities elective with a grade of “C” or higher; and/or 4) repeating one or more sections of the HESI A² to earn a higher score and subsequently additional points. **NOTE:** The decision to repeat a successfully completed course (any prerequisite or general education support course completed with a grade of “C” or higher) in order to improve an applicant’s competitiveness in the ranking process rests solely with the applicant.

Notification Letters

Using the point award ranking process, a ranked list is generated from those applications received during an official filing period and both acceptance and non-acceptance notification letters are mailed out.

A student who applies during an official filing period and who receives an acceptance letter is required to return a confirmation form within a specified timeframe to verify their intent to accept a space in the class. **Applications submitted during an official filing period are not “held over” to the next official filing period.**

Students who are not selected for admission the semester for which they apply or students who decline their acceptance for that semester must retrieve and resubmit their application packet by a specified date to reapply during the next application filing period.

Program information packets are revised September 1st of each year and program guidelines are subject to change. Students are responsible for insuring they have the latest program information packet from the website below:

www.ElCentroCollege.edu/HealthOccAdmissions

Visit the Associate Degree Nursing Program webpage at
<http://www.ElCentroCollege.edu/Program/Health/LVNRN>

Health Occupations webpage:
<http://www.ElCentroCollege.edu/HealthCareers>

Health Occupations Admissions Office webpage:
www.ElCentroCollege.edu/HealthOccAdmissions

CURRICULUM OVERVIEW – LVN to RN ADVANCED PLACEMENT PROGRAM

<u>Prerequisites to Program Admission</u>			Lec	Lab	Ext	Cont	Cr
			Hrs	Hrs	Hrs	Hrs	Hrs
SCIT 1407*	Applied Human Anatomy & Physiology I <u>OR</u>		3	3	0	96	4
BIOL 2401	Anatomy & Physiology I						
SCIT 1408	Applied Human Anatomy & Physiology II <u>OR</u>		3	3	0	96	4
BIOL 2402	Anatomy & Physiology II						
ENGL 1301	Composition I		3	0	0	48	3
MATH 1314**	College Algebra		3	0	0	48	3
PSYC 2301	Introduction to Psychology		3	0	0	48	3
PSYC 2314	Developmental Psychology		3	0	0	48	3
BIOL 2420	General Microbiology		3	4	0	96	4
SPCH 1311#	Introduction to Speech Communications		<u>3</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>3</u>
			24	10	0	544	27
<u>SEMESTER I – Fall</u>							
RNSG 1327	Transition from Vocational to Professional Nursing		3	0	0	80	3
RNSG 1270	ADN Bridge Nursing Skills		0	4	0	64	2
RNSG 1160	Clinical – Nursing (R.N. Training)		<u>0</u>	<u>0</u>	<u>6</u>	<u>48</u>	<u>1</u>
			3	4	6	208	6
<u>SEMESTER II – Spring</u>							
RNSG 2514	Care of Client w/ Complex Health Needs		5	0	0	80	5
RNSG 2460	Clinical – Nursing (RN Training)		0	0	12	192	4
Elective##	Humanities area		<u>3</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>3</u>
			8	0	12	320	12
<u>SEMESTER III – Fall</u>							
RNSG 2535	Integrated Client Care Management		5	0	0	80	5
RNSG 2562	Clinical – Nursing (RN Training)		0	0	15	240	5
RNSG 2221	Management of Client Care		<u>2</u>	<u>0</u>	<u>0</u>	<u>32</u>	<u>2</u>
			7	0	15	352	12
TOTAL PROGRAM HOURS +						1424	57 +

* Science courses (SCIT 1407/SCIT 1408, BIOL 2401/2402, BIOL 2420) must be completed less than 5 years prior to anticipated program entry. BIOL 1406 is required prerequisite for BIOL 2401. SCIT 1407/1408 may not transfer to four-year universities.

** MATH 1414 also accepted for MATH 1314 but will be calculated as a three credit hour course for ranking purposes only.

Although SPCH 1311 is the preferred course, SPCH 1315 – Fundamentals of Public Speaking is also accepted.

Humanities elective must be chosen from the approved list on the official Associate Degree Nursing degree plan. **Suggested courses include: ARTS 1301, DANC 2303, DRAM 1310, HUMA 1315, MUSI 1306, PHIL 1301, PHIL 1304, selected ENGL literature courses at the 2000 level or higher, sophomore level foreign languages such as SPAN 2311.**

+ Upon successful completion of SEMESTER III, the student will be awarded an additional 14 hours of equivalency (articulated) credit for RNSG 1423, RNSG 2504, RNSG 1461, and RNSG 1129 to complete the 71 credit hours of the Associate Degree Nursing program curriculum.

A minimum grade of “C” is required in all courses. Support courses may be completed **before but not after** semester indicated.

RNSG 2535 – Integrated Client Care Management; RNSG 2562 – Clinical Nursing; and an Exit Program Competency Exam represent the Capstone experience for the Associate Degree Nursing Program.

GENERAL INFORMATION

1. The LVN to RN Advanced Placement program accepts a class during the Fall semester with the option of also accepting a Spring semester class. Each class is composed of approximately 15-20 students each semester. The El Centro College Health and Legal Studies Division reserve the right to make changes in program enrollment capacity and to determine the minimum enrollment to offer the class each fall or semester.
2. The LVN to RN Advanced Placement (“bridge”) courses are completed in one, 16-week semester which involves a total of 6 hours of lecture and 4 hours of skills lab each week during daytime hours with an abbreviated clinical experience (day shift) at the end of the semester. Students should plan 2-3 hours of study and preparation time for each hour of class and clinical experience. After successfully completing the advanced placement courses, the student continues into the sophomore year of the traditional Associate Degree Nursing program for two, additional 16-week semesters. In the traditional nursing program a student can expect to have clinical rotations involving both day and evening hours. Hospital assignments are determined by a lottery system. Students should be aware that the high demand on their time will not allow for full-time employment while enrolled in the nursing program.
3. Students enrolled in the LVN to RN Advanced Placement program must be physically able to care for patients that will involve lifting an adult patient of average size, moving, bathing, and transferring patients into and out of bed. Students will be on their feet for at least eight hours each clinical day. Students must be able to read fine print for medication administration purposes and be able to hear heart and breath sounds. Manual dexterity is required for skills such as starting IV’s, administering injections, etc. In the event that a student has a medical condition that may compromise their ability to care for patients, a medical release from their physician may be required. Students will be exposed to infectious diseases.
4. Students must comply with class and clinical attendance requirements according to nursing student handbook guidelines that are published annually. Students who are absent from clinical for physical or mental illness, surgery or pregnancy reasons must present a written release from a physician before being allowed to return to the clinical setting. Students who are anticipating surgery or delivery of a baby during an academic semester are advised to wait until the following semester to apply to the nursing program.
5. All nursing applicants must comply with physical examination and immunization requirements and submit the documentation with application materials. **Physical examination forms and immunization records become the property of the Health Occupations Admissions Office and will not be returned or photocopied for the student; therefore, the student must retain a copy of these documents for their personal records.** The Physical Examination Form and immunization requirements guidelines are found at:

www.ElCentroCollege.edu/HealthOccAdmissions
6. All nursing applicants must be certified in cardiopulmonary resuscitation (CPR) at the “Healthcare Provider” level as designated by the American Heart Association. **A copy of the CPR card is submitted with nursing application materials.** Students must recertify prior to the third semester (RNSG 2514/2460) of the program regardless of whether their initial certification was effective for one or two years. CPR classes are available through the El Centro College Continuing Education Division, the American Heart Association, American Red Cross, various hospitals, independent instructors, etc. **Online CPR certification classes are not valid for application to health occupations programs.**
7. Clinical opportunities may be limited for students without Social Security numbers. If accepted to the program, a student must contact the El Centro College International Center Office (Room CM-60, telephone 214-860-2090) regarding eligibility to apply for a Social Security number before graduation from the program. **A Social Security number is required to take the NCLEX-RN licensure examination.**

8. Many of the nursing prerequisite and support courses are offered online. Students without prior experience with Internet courses should take the Smarter Measure – Learning Readiness Indicator (READI) test to see if they are a good candidate for online learning. Go to <http://dte.smartermeasure.com/> and log in as a New User. The current User Name is **choose el centro** and the Password is **student**.

9. All applicants to the LVN-RN Advanced Placement program must show proof of personal healthcare insurance. Prospective students must secure their own coverage. The insurance policy must cover the student at any hospital facility. Information on college student policies and rates can be found at <https://www1.dcccd.edu/cat0608/ss/sd/insurance.cfm>. The National Student Nurses' Association also partners with United Healthcare which offers a student policy for their members. See the following link for more information:

<http://www.nсна.org/membership/alliance.asp>

10. *Criminal Background Check / Drug Screening*

Effective August 2001 all students enrolled in Health Occupations programs are required by the Dallas/Fort Worth Hospital Council member facilities to undergo a criminal background check and drug testing prior to beginning their clinical experience. Students are responsible for all charges incurred (approximately \$84.00) for these screenings. **This procedure is conducted after a student has been accepted to their respective program.**

Results of these screenings are forwarded to the El Centro College Health/Legal Studies for review and verification that a student is eligible to attend clinical rotation. All background check and drug screening results become the property of the Health and Legal Studies Division and will not be released to the student or any other third party.

A clinical agency reserves the right to remove a student from the facility for suspicion of substance use or abuse including alcohol. The clinical agency reserves the right to request that a student submit to a repeat drug screening at the student's expense on the same day that the student is removed from the clinical facility. Failure to comply will result in the student's immediate expulsion from the clinical facility. Furthermore, regardless of testing or testing results, a clinical agency reserves the right to expel a student from their facility.

NOTE: Should a student who has been accepted to a Health Occupations program be prohibited from attending a clinical rotation experience due to findings of a criminal background check and/or drug screening, the student may be dismissed from the Health Occupations program.

More information regarding the Criminal Background Check and Drug Screening procedure is found at:

www.ElCentroCollege.edu/HealthOccAdmissions

11. El Centro College students who are enrolled in 6 credit hours or more during a fall or spring semester and 3 credit hours or more during a summer semester are entitled to a free DART train/bus pass for that semester. DART passes are available at the Cashier's Office two weeks after the semester begins.

12. Individuals who were first-time college freshman students in Fall 2007 or after are subject to the guidelines of section 51.907 of the Texas Education Code which prohibits a student from dropping more than six (6) college level credit courses during their entire undergraduate career. For more information on the 6 Drop rule, see the official college catalog online at the following link:

<https://www.1.dcccd.edu/6drop>.

13. The Dallas County Community College District charges a higher tuition rate for courses in which a student registers for the third or more times. The “Third Attempt” policy includes courses taken at any of the Dallas County Community Colleges since the Fall 2002 semester. Developmental courses are not considered in this policy. For more information regarding the DCCC “Third Attempt” policy, please visit the following website:

<http://www.dcccd.edu/ThirdCourseAttempt>

14. Students are responsible for their own transportation arrangements to campus and to their assigned health care facilities for clinical experience. Clinical assignments from the list below vary from semester to semester:

Baylor Medical Center – Garland	Methodist Dallas Medical Center
Baylor Medical Center – Irving	North TX Veterans’ Affairs Healthcare System
Baylor University Medical Center	Parkland Memorial Hospital
Children’s Medical Center	Presbyterian Hospital of Dallas
Dallas County Health & Human Services	RHD Memorial Medical Center
Dallas Regional Medical Center	Richardson Regional Medical Center
Doctor’s Hospital	Terrell State Hospital
Green Oaks Behavioral Health Care Services	Texas Scottish Rite Hospital of Children
Integrated Health Services (IHS)	UTSW University Hospital – St. Paul
Medical Center of Plano	Woman’s Hospital at Dallas Regional Medical Ctr.
Medical City Dallas Hospital	Zale Lipshy University Hospital
Methodist Charlton Hospital	

15. A student may apply to more than one El Centro College Health Occupations program during a given filing period. However, if the student receives an acceptance letter to a specific program, confirms their intent to enter that program, and registers for program courses, their application to any other Health Occupations program that may share that filing period will be null and void.

Further, an individual accepted for admission and currently enrolled in an El Centro College Health Occupations program may not apply or be considered for admission selection for another El Centro College Health Occupations program unless their current program of study will complete before the second program curriculum begins. (Exception: An individual may apply to the Medical Laboratory Technology and Biotechnology programs in tandem to complete that dual degree.)

16. Students are required to answer certain questions on the Texas Board of Nursing application for Registration by Examination to become licensed as a Registered Nurse. These questions are in regard to criminal convictions, mental illness or chemical dependency, or prior disciplinary action by a licensing authority for nurses. Students answering “yes” to those questions must submit the required documents with an explanation to the Texas Board of Nursing at least eighteen (18) months prior to graduation. The Texas Board of Nursing will consider these documents and reach a decision regarding eligibility to write the licensing examination. An applicant may request a Declaratory Order (a decision by the Texas Board of Nursing regarding an applicant’s eligibility to take the licensing exam) prior to entering a program of nursing. More information on this issue is found on the Texas Board of Nursing website at www.bon.state.tx.us/Exam-eligibility.htm. For further information, contact Ms. Joan Becker, Director of Nursing at 972-860-5098.

NOTE: A Social Security number is required to apply to take the NLCEX-RN licensure examination.

17. Financial Aid

Students should apply for Financial Aid Office well in advance of program application. Information on filing procedures and deadlines is found at http://www.elcentrocollege.edu/Student_Services/FinancialAid. The Health/Legal Studies Office located in Room P-712 at 301 North Market Street also has information regarding scholarships and other financial assistance for health occupations students. Contact the Health and Legal Studies Division at 972-860-5095 for more information.

18. Please visit the website below for links to professional organizations and other information regarding the nursing profession:

<http://www.elcentrocollege.edu/Programs/HealthLegalStudies/adn/adnlinks.htm>

19. Please contact the individuals below for assistance:

Joan Becker, R.N., M.A.
Director of Nursing
El Centro College/Paramount
301 North Market Street
Dallas, TX 75202
Telephone: 972-860-5098
E-mail: JBecker@dccc.edu

Al Tolentino, Liaison Counselor
Health/Legal Studies Division
El Centro College/Paramount
301 North Market Street
Dallas, TX 75202
Telephone: 972-860-5045
E-mail: ATolentino@dccc.edu

Kollin Hodge, Nursing Bridge Admissions
Health Occupations Admissions Room P-101
El Centro College/Paramount
301 North Market Street
Dallas TX 75202
Telephone: 972-860-5004
E-mail: KHodge@dccc.edu

Gary Peschka, Faculty Advisor
Health/Legal Studies Division
El Centro/Paramount
301 North Market Street
Dallas TX 75202
Telephone: 972-860-5037
E-mail: GPeschka@dccc.edu

The official mailing address for all application materials, transcripts, and correspondence is:

Kollin Hodge, Nursing Bridge Admissions
Health Occupations Admission Office
El Centro College/Paramount
801 Main Street
Dallas TX 75202-3604

ESTIMATED EXPENSES FOR THE LVN TO RN ADVANCED PLACEMENT PROGRAM *

	<u>Dallas County Resident</u>	<u>Out of County Texas Resident</u>	<u>Out of State/ Country Resident</u>
Prerequisite Tuition (27 credit hours)	\$ 1,215.00	\$ 2,241.00	\$ 3,564.00
Textbooks, Lab Manuals	1,550.00	1,550.00	1,550.00
CPR Certification	65.00	65.00	65.00
Physical Exam and Immunizations**	225.00	225.00	225.00
HESI A ²	35.00	35.00	35.00
Skills/Math Checkoff Course	<u>125.00</u>	<u>125.00</u>	<u>125.00</u>
Total	\$ 3,215.00	\$ 4,241.00	\$ 5,564.00
SEMESTER I			
Tuition (6 credit hours)	\$ 270.00	\$ 498.00	\$ 792.00
Nursing Textbooks	1,583.00	1,583.00	1,583.00
Nurse Pac (Skills Lab practice materials)	160.00	160.00	160.00
Professional Liability Insurance ***	18.13	18.13	18.13
ATI and HESI Testing Fees	227.00	227.00	227.00
Background Check/Drug Screen	86.00	86.00	86.00
Uniforms (approximate cost of 2 sets/lab coat)	120.00	120.00	120.00
Name Tag (2)	12.00	12.00	12.00
Shoes (approximate cost)	60.00	60.00	60.00
Stethoscope (approximate cost)	35.00	35.00	35.00
Bandage scissors (approximate cost)	8.00	8.00	8.00
Watch with second hand (approximate cost)	<u>40.00</u>	<u>40.00</u>	<u>40.00</u>
Total	\$ 2,619.13	\$ 2,847.13	\$ 3,141.13
SEMESTER II			
Tuition (12 credit hours)	\$ 540.00	\$ 996.00	\$ 1,584.00
Nursing Textbooks	150.00	150.00	150.00
Elective Course Textbook	90.00	90.00	90.00
Nurse Pac (Skills Lab practice materials)	30.00	30.00	30.00
ATI Testing Fee	<u>205.00</u>	<u>205.00</u>	<u>205.00</u>
Total	\$ 1,015.00	\$ 1,471.00	\$ 2,059.00
SEMESTER III			
Tuition (12 credit hours)	\$ 540.00	\$ 996.00	\$ 1,587.00
Nursing Textbooks	75.00	75.00	75.00
ATI and HESI Testing Fees	520.00	520.00	520.00
Professional Liability Insurance	18.13	18.13	18.13
NCLEX-RN Application Fee	200.00	200.00	200.00
NCLEX-RN License Fee	139.00	139.00	139.00
NCLEX-RN Review Course (optional)	<u>60.00</u>	<u>60.00</u>	<u>60.00</u>
Total	\$ 1,552.13	\$ 2,008.13	\$ 2,596.13
TOTAL ESTIMATED PROGRAM EXPENSE	\$ 8,401.26	\$ 10,567.26	\$ 13,260.26

* Tuition scale current Fall 2010 semester. Tuition and other fees are subject to change. See official catalog for tuition table.

** Estimated cost of physical exam and immunizations.

*** Liability insurance is assessed each fall at \$18.13 to cover fall and spring semesters. Fee is prorated to \$11.00 for a spring entry to program.

See Accounting Office for Tuition Payment Plan option.

Other costs to consider: Personal health care insurance coverage, transportation and Parking Fees to El Centro and hospital clinical sites.

LVN TO RN ADVANCED PLACEMENT PROGRAM APPLICATION CHECKLIST

This checklist is provided to assist you in following the steps toward program application. It is not part of the application packet which is submitted with transcripts, etc.

1. Obtain LVN to RN Advanced Placement program information packet.
2. Attend an optional Associate Degree Nursing program information session.
3. Complete a DCCCD application for college admission.
4. See an academic counselor as needed for TSI counseling, placement testing, etc. and complete any developmental courses as may be prescribed from test scores.
5. If needed, request Educational Plan/transfer evaluation of prerequisite or support courses taken outside the DCCCD with the Health Occupations Admissions Office.
6. Complete the following prerequisite courses. Primary prerequisite courses must be completed with a minimum GPA of 2.50 or higher. All other prerequisite courses must be completed with a minimum grade of "C" or higher.):

<input type="checkbox"/> ENGL 1301	<input type="checkbox"/> PSYC 2301
<input type="checkbox"/> SCIT 1407 or BIOL 2401	<input type="checkbox"/> PSYC 2314
<input type="checkbox"/> SCIT 1408 or BIOL 2402	<input type="checkbox"/> BIOL 2420
<input type="checkbox"/> MATH 1314 or MATH 1414	<input type="checkbox"/> SPCH 1311 or SPCH 1315
6. Complete the HESI A², scoring a minimum of 70% on all required sections of the test and complete the Personality Profile and Learning Styles sections.
7. If possible before application filing deadline, complete Humanities elective with a grade of "C" or higher: Humanities elective _____
8. See a physician or healthcare clinic for a physical examination and obtain all required immunizations, TB screen, and CPR training at the Healthcare Provider level.
9. Compile the following materials as your complete application packet:
 - Completed LVN to RN Advanced Placement application form (from this information packet).
 - Signed Statement of Students' Responsibility form (from this information packet).
 - Official transcript verifying completion of an LVN training program.
 - Official transcripts from each college attended other than DCCCD colleges. (A DCCCD transcript is no longer required.) See page 6, section E, item 3 for instructions regarding transcripts.
 - Photocopied catalog course descriptions for courses which apply to the nursing curriculum (other than DCCCD courses).
 - Official HESI A² score sheet(s) indicating minimum score of 70% on each of the five required sections of the test and the Personality Profile and Learning Styles sections results.
 - Letter from supervisor/employer verifying 6 months recent employment.
 - Physical Examination form/immunization documentation with CPR card photocopy attached.
 - Documentation of personal healthcare insurance coverage such as a photocopied insurance card
 - Documentation of a current Texas LVN license
 - Copies of any request for course substitution forms (for evaluated transferred courses) or 5-year waiver forms which has been granted to the student.
11. Place the above materials in a 9" x 12" envelope for submission either in person or by mail during a designated filing period.
12. After your application eligibility is determined, receive notification/permission to enroll in the Nursing Skills/Math Review course.

MAILING ADDRESS:

Kollin Hodge, Nursing Bridge Admissions
 Health Occupations Admissions
 El Centro College/Paramount
 801 Main Street
 Dallas, TX 75202-3604
 Telephone: 972-860-5001

PHYSICAL ADDRESS:

Kollin Hodge, Nursing Bridge Admissions
 Health Occupations Admissions – Rm P-101
 El Centro College/Paramount
 301 North Market Street
 Dallas TX 75202

STATEMENT OF STUDENTS' RESPONSIBILITY

Review and initial each section as verification that you have read and understand this information:

_____ I acknowledge that this information packet contains policies, regulations, and procedures in existence at the time this publication went to press. I also acknowledge that the District Colleges including El Centro College reserve the right to make changes at any time to reflect current Board policies, administrative regulations and procedures, and applicable State and Federal regulations. Furthermore, I understand that this packet is for information purposes only and does not constitute a contract, expressed or implied, between any applicant, student, or faculty member and the Dallas County Community College District.

_____ I have read and understand the admission process for the LVN to RN Advanced Placement program and acknowledge that it is a competitive selection process with a limited number of spaces available. I understand that successful completion of the prerequisite courses, the required HESI A² test sections, the skills/math course course, and submission of complete application packet materials does not guarantee acceptance to the program.

_____ I accept full responsibility for submitting a **complete LVN-RN Advanced Placement application packet** prior to or by the designated application filing deadline and **understand incomplete materials including missing or incomplete physical exam form, immunization records, CPR certification, and personal health care insurance documentation will disqualify my application.** I also accept the responsibility of informing the El Centro College Health Occupations Admissions Office of any change in my status, address, telephone number, or other information that would affect my application status.

_____ I understand that if accepted to a Health Occupations program, all physical examination forms, immunizations records, etc. submitted with my application packet becomes the property of the Health Occupations Admissions Office and will not be returned nor photocopied for me. **Therefore, I am responsible for keeping my own photocopies of these documents before I submit them with program application packet materials. I also authorize the release of these records and verification of my CPR training to any of my clinical sites which may require them.**

_____ I acknowledge that if admitted to the program, I may be assigned to clinical rotations at area healthcare facilities which may require additional proof of immunity to required inoculations/immunizations for program admission and additional inoculations. **I also acknowledge that I am required to have my own personal health care insurance coverage.**

_____ I am aware that if I am accepted to the program, I will be required to undergo an FBI criminal background check and fingerprinting prior to registration for nursing courses. I acknowledge that an additional criminal background check and mandatory drug screening prior to being allowed to attend a clinical rotation. I understand that the results of these screenings become the property of the Health/Legal Studies Division and will not be released to me or any other third party. I also understand that the outcome of these screenings may result in my dismissal from the El Centro College LVN-RN Advanced Placement program.

_____ I understand that clinical opportunities in the LVN to RN Advanced Placement and traditional Associate Degree Nursing programs may be limited for students without Social Security numbers and if accepted to the program, I am instructed to consult the El Centro College International Student Office prior to graduation from the program to inquire about obtaining a Social Security number. **I also acknowledge that a Social Security number is required to take the NCLEX-RN licensing examination.**

_____ I understand that the purpose of this program is to prepare me to write the NCLEX-RN licensing examination to become a registered nurse. In order to be eligible to write the exam, I must hold a high school diploma or a General Education Diploma (GED) certificate. Furthermore, I must declare to the Texas Board of Nursing at least eighteen (18) months prior to program completion if I have ever been denied licensure by a licensing authority for nurses; had disciplinary action taken against me by a licensing/certifying authority; been convicted of a crime other than a minor traffic violation; am unable to safely practice professional nursing due to physical or mental disability/illness which may endanger the health and safety of persons under my care; been hospitalized or treated for chemical dependency within the past five years; am currently an intemperate user of drugs or alcohol; been issued a Declaratory Order by the Texas Board of Nursing; or ever taken the State Board Test Pool Examination, National Council Licensure Examination for Registered Nurses, or the Canadian Nurses Association Testing Service Examination. If so, I must petition in writing and provide documentation to the Texas Board of Nursing for permission to take the NCLEX-RN examination, acknowledging that this review may take 12-24 months to complete and I will be assessed a fee by the Texas Board of Nursing.

Applicant's Signature

Date