

# Rappahannock Community College

## Application Information and Instructions:

**Associate in Applied Science Degree in Nursing (ADN) Program**

**Advanced Placement LPN-ADN Program**

**Guaranteed Admission Information**

Thank you for your interest in the Associate Degree in Nursing Program at RCC. If you are eligible (see requirements below) this packet will help you to be successful in your application process. If you need help with this process at any time, please contact your nursing program advisor.

The ADN program at RCC is a restricted program, meaning that we have additional requirements for enrollment over and above those required by the college. Further, we have limited resources of space and faculty to support student learning needs. Thus, the application process is rigorous and only the most qualified applicants are accepted for the limited seats available. **Submission of the application does not guarantee your acceptance into the program.** Your application must be evaluated in comparison to all others received to determine eligibility. Placement is given to eligible students within the service region first. Remaining seats will be filled based on availability and ranking.

Students have the opportunity to enter either of the nursing programs through the guaranteed admission provisions. Those who are eligible for guaranteed admission will take precedence over all other applicants to the nursing program. Students who are eligible for guaranteed admission will be placed in a program (either the PN or the ADN program), based on the decision by the admission committee.

### Application Dates

Applications may be submitted for 2019 according to the following procedures:

- Students who have completed all admission requirements at the time of application will be given first priority for available seats after guaranteed admission students have been entered.
- Students currently enrolled in courses needed to fulfill academic requirements for admission into the ADN program should submit applications by the due date below. You may be awarded provisional acceptance pending completion of all academic requirements. Confirmed acceptance into the program will not be considered until the courses are completed and grades have been posted.
- No applications will be accepted beyond the cutoff dates. Please plan accordingly.
- The Admission Committee will rank Guaranteed Admission applicants first and all other applicants second

**NOTE: Applications are due March 1st, by 4:00 pm. All applicants will be notified via email and US postal mail by March 20<sup>th</sup> close of business, regarding the status of their application.**

## **Mandatory Orientation Dates**

LPN-ADN applicants have a mandatory orientation on **March 25, 2019**. Times and place of meeting will be provided on acceptance letters. Please plan accordingly. A second mandatory orientation may be necessary the week before classes begin for the summer session.

Guaranteed Admission applicants will follow the program requirements as indicated in their acceptance letter,

Traditional applicants will have a mandatory orientation on **May 13<sup>th</sup>**. Times and place of meeting will be provided on the acceptance letter. Please plan accordingly. A second orientation may be necessary the week before classes begin in Fall 2019.

## **Application Process**

### **1) Admission to the College**

- a) New RCC students or students that have been separated from the college for more than three years must complete a separate application for admission to RCC before applying to the Nursing Program. Applications may be obtained online at the RCC website [www.rappahannock.edu](http://www.rappahannock.edu) or from the admissions office at the college. Please be sure to indicate the Pre-Nursing CSC as your program of interest so that you will receive current information about the nursing program.
- b) Continuing students do not need to complete another application to the college. Students who are admitted to the ADN program will have their program plan changed automatically to the Associates Degree in Nursing Program.
- c) Financial Aid: Applicants needing financial aid should complete a FAFSA form and return it to the financial aid office as soon as possible. Go to <https://www.rappahannock.edu/admissions/financial-aid> and meet with a financial aid advisor if you have any questions.
- d) Be sure to keep your personal information updated in the Student Information System (SIS).

### **2) Completion of Academic Requirements**

#### **Prior to application students must have:**

- a) Graduated from High School or completed a General Equivalency Diploma (GED) by the time of application;
- b) Completed the Virginia Placement Tests in MTH and ENG or have satisfied the requirements by Multiple Measures (must be reviewed)
- c) Competency in science as evidenced by successful completion of one unit of HS BIO and CHM with a grade of C or better; OR, the college equivalents (BIO 101 and CHM 101/111) with a grade of C or better; OR successful completion of BIO 141 and BIO 142 with a grade of C or better;
- d) Competency in mathematics as evidenced by VPT placement out of MTE Modules 1-5; or satisfactory completion of developmental courses leading to placement out of MTE 1-5;
- e) Been admitted to the Pre-Nursing Career Studies Certificate and have had a nursing program advisor assigned to you.

#### **At the time of application students must have\*:**

- a) Completed the following five courses with a grade of C or better:

- a. SDV 101
  - b. ENG 111
  - c. HLT 230
  - d. PSY 230
  - e. BIO 141
  - f. \*addition of BIO 142 for LPN-ADN applicants
  - g. \*additional courses completed for Guaranteed Admission, see Pre-Nursing CSC for full details
- b) Earned a curricular GPA of 2.5 or higher on the five courses listed above; and,
  - c) Completed the ATI TEAS Nursing Entrance Test within the past 3 years, target scores of ***Proficient*** level or higher and a minimum of 45<sup>th</sup> National Percentile Ranking **or** the Kaplan entrance exam with target score of 51% overall.

**Supplemental requirements for students who have taken college courses and expect credit by transfer, or will use courses to satisfy program requirements:**

- a) There is no expiration date for BIO 141 or 142. However, if these courses are seven years old or older, you should consider retaking them.
- b) Transfer courses must be evaluated by the Registrar, Dean of Health Sciences, and/or Program Head of the nursing program prior to substituting these courses for required courses. Nursing courses from schools outside of the VCCS will not be transferred in for nursing program credit but may satisfy requirements in the Pre-Nursing CSC. Transfers from VCCS schools will be evaluated on a case-by-case, individual basis.
- c) *Official transcripts in sealed envelopes from all colleges and high schools must be attached to this application unless they are RCC or VCCS transcripts. If you have verified with Admission and Records that your transcripts have already been received and processed, you do not need to attach another one.*
- d) Students must be willing to submit to criminal background checks and drug screens prior to entering the nursing program. In the event you have questions about your background, you are urged to contact [www.castlebranch.com](http://www.castlebranch.com) for a consultation.

**3) Students who qualify for the Guaranteed Admission provision must fulfill the following conditions:**

- a) Complete all of the pre-requisite requirements stated in #2 above including required high school courses or the college equivalents.
- b) Take the required TEAS **or** Kaplan test. This is used to verify your level of general knowledge, and for consideration of the nursing program option offered
- c) Enroll in RCC's Career Studies Certificate in Pre-Nursing. If you have not yet done so, meet with your counselor and request to have the certificate added
- d) Maintain a curricular GPA of 3.0 in all courses listed in the CSC in Pre-Nursing, with no less than a C in any of the pre-nursing courses on the first attempt. Students are ineligible for guaranteed admission if they have attempted a curricular course more than once (including courses with a grade of W).
- e) Have completed NUR 27 and NUR 29 and are eligible to sit for the NNAAP CNA examination.

- f) Make an appointment with your nursing faculty advisor to determine your eligibility for guaranteed admission and to evaluate your readiness for nursing course work.
- 4) Application to the ADN Program**
- a) Electronically or manually complete the application form below
  - b) Print your application and hand initial it in the required spaces, then hand sign it at the bottom.
  - c) Schedule an appointment with your nursing faculty advisor. Please pay special attention to the campus choice for your appointment.
  - d) Keep a hard copy of your application materials.
  - e) If you do not have all the components of the application completed at the time of submission, it will not be accepted, and you forfeit your appointment slot.
- 5) While you wait for the Admission Committee decision...consider the following:**
- a) Take one or more general education or support courses to reduce your course load during the nursing sequence (you may need to pay out of pocket if the course is not covered in your approved curricular plan);
  - b) Complete an American Heart Association Basic Life Support (BLS) for Healthcare Providers course between May and August, by May for LPN's;
  - c) Locate medical and/or immunization records to prepare for required medical clearance;
  - d) Engage in financial and personal planning to ensure your success in the nursing program. Students who work full time are less likely to be successful in this program. Plan your finances early and have a backup plan in place for contingencies as they arise.
- 6) Health Screenings and Background Checks**
- Prior to the beginning of the first semester in the nursing sequence and **after** you have received your admission offer, you must provide, at your own expense, the following (instructions with requirements to be provided at orientation):
1. Medical Release Form, declaring that the student meets the health standards specified in the document, and signed by the health care provider
  2. Current American Heart Association (AHA) Basic Life Support (BLS) for Healthcare Providers certification; this must be from a provider that has in-person documentation of your skills. Internet options are prohibited. (Annual requirement; recommended completion between May and August before NUR courses)
  3. Current Hepatitis B immunization series, with proof of immunity when completed
  4. A negative result on a current two-stage Tuberculosis skin test (Annual requirement)
  5. Criminal background check (see criminal background check policy) May be required annually by some clinical agencies.
  6. Drug screen (see drug and alcohol policy) May be required annually by some clinical agencies.
  7. Proof of student professional liability insurance (Annual requirement)
  8. Verification of seasonal influenza vaccination as needed. (Annual requirement)
  9. Other credentials, medical screenings, and/or verifications as required by individual clinical agencies

**NOTE:** In addition to the *mandatory* orientation sessions described above, you are required to achieve specific milestones throughout the summer for completion of all mandatory health and background requirements as listed here:

Advanced Placement LPN-ADN Summer Start:

|  |          |
|--|----------|
| Certified Background Purchased   | April 2  |
| Background Check and Drug Screening completed  | April 20 |
| Medical documents loaded & Evidence of Hepatitis B series in progress                  | May 16   |
| Liability insurance purchased; CPR completed with card; Lab packs ordered and paid for | May 31   |
| All items loaded in the certified background   | June 1   |

Traditional ADN Fall Start:

|  |           |
|--|-----------|
| Certified Background Purchased   | June 1    |
| Background Check and Drug Screening completed  | June 15   |
| Medical documents loaded & Evidence of Hepatitis B series in progress                  | July 13   |
| Liability insurance purchased; CPR completed with card; Lab packs ordered and paid for | August 3  |
| All items loaded in the certified background   | August 10 |

***Students who do not complete this procedure by the last deadline at the close of business will automatically forfeit their place in the Nursing Program.***

Students are responsible for purchasing the package from Castle Branch and are further responsible for uploading these documents to their profiles, as well as maintaining all documents at current status throughout the nursing program. Details provided at orientation in March for Advanced Placement LPN-ADN students and in May for all others.

**Additional Information for Prospective Nursing Students**

***All applicants should be advised that the Commonwealth of Virginia Board of Nursing Statutes and Regulations (54.1-3007) state the following:***

**1. Regarding refusal, revocation, suspension, censure, or probation.**

The Board may refuse to admit a candidate to any examination, refuse to issue a license or certificate to any applicant, may suspend any license or certificate for a stated period or indefinitely, revoke any license, censure a license holder], or reprimand any licensee or certificate holder, or place him or her on probation for such time as it may designate, for any of the following causes:

- a) Fraud or deceit in procuring or attempting to procure a license;
- b) Unprofessional conduct;
- c) Willful or repeated violation of any of the provisions of this chapter;
- d) Conviction of any felony or any misdemeanor involving moral turpitude;
- e) Practicing in a manner contrary to the standards of ethics, or in such a manner as to make the practice a danger to the health and welfare of patients or of the public;
- f) Use of alcohol or drugs to such an extent that the safety of the practice is impaired, or any mental or physical illness likewise impairing the safety of the practice;
- g) The denial, revocation, suspension or restriction of a license, certificate, registration, or a multistate licensure privilege to practice in another state, the District of Columbia, or a United States possession or territory; or

h) Abuse, negligent practice, or misappropriation of a patient's or resident's property.

## 2. Requirements for Clinical Participation Policy

Nursing, as a practice discipline, deals with cognitive, affective, and psychomotor functioning and performance. Students entering the nursing program need to advise the nursing faculty, nursing advisor, and the program head of any potential difficulties in meeting one or more of the essential performance standards, so as to receive possible accommodation assistance and appropriate guidance.

All individuals who apply for admission to the Nursing Program, including persons with disabilities, must be able to perform essential functions included in this document either with or without accommodations. These essential functions are congruent with the Virginia State Board of Nurse Examiners expectations for any individual seeking initial licensure as a registered nurse and reflect the Standards of Clinical Practice established by the American Nurses Association.

These guidelines serve as essential elements basic to eligibility requirements for clinical participation in the RCC Associate Degree in Nursing Program.

## 3. Core Performance Standards for Admission to and Progression through the Nursing Program

Speech: Communicates in English orally and in writing with clients, physicians, peers, family members, and the health care team from a variety of social, emotional, cultural and intellectual backgrounds.

Hearing: Auditory acuity is sufficient to note slight changes in the client's condition, to perceive and interpret various equipment signals, and to use the telephone.

Vision: Visual acuity is sufficient to distinguish colors and to read handwritten orders and any other handwritten and printer data (i.e., medication records and scales); and to read chart content and provide for clients' safety by clearly viewing monitors in order to interpret data correctly.

Smell: Olfactory ability is sufficient to monitor and assess health needs.

Mobility: Can walk or stand for prolonged periods of six to eight hours. Must be able to bend, squat or kneel, and assist in lifting or moving clients of all age groups and weights. Can perform CPR (i.e., move above the patient to compress the chest and manually ventilate patient). Can work with arms fully extended overhead.

Manual Dexterity: Eye/hand coordination must be sufficient for manipulation of equipment such as syringes and IV infusion pumps, and for using a computer/keyboard.

Fine Motor: Can use hands for grasping, pushing, pulling, and fine manipulation, as well as possessing tactile ability sufficient for physical assessment and distinguishing

changes in sensation.

Arithmetic Competence Can comprehend and apply basic mathematical skills (e.g., factor labeling, use of conversion tables, calculation of drug dosages and solutions). Can measure time, use a calculator, and read and record graphs.

Writing: Can communicate and organize thoughts to prepare written documents that are correct in style, grammar, and mechanics.

Emotional Stability: Can establish therapeutic boundaries, adapt to changing environment/stress, perform multiple responsibilities concurrently, handle strong emotions, provide the client with emotional support, and focus attention on the task.

Analytical Thinking: Can transfer knowledge from one situation to another, process information, evaluate outcomes, prioritize tasks, and solve problems.

Critical Thinking: Can Identify cause-effect relationships, plan/control activities for others, synthesize knowledge and skills, and sequence information.

Interpersonal Skills: Can negotiate interpersonal conflict, respect differences in clients, establish rapport with clients and co-workers, explain procedures and educate client/family.

## **RCC ADN Curriculum Plan Traditional Student**

| <b>First Semester: Prerequisites*</b>                                  |   |                |            |                |
|--|---|----------------|------------|----------------|
| <b>Course</b>  | <b>Course Title</b>                         | <b>Lecture</b> | <b>Lab</b> | <b>Credits</b> |
| ENG 111  | College Composition I                       | 3              | 0          | 3              |
| BIO 141  | Human Anatomy & Physiology I                | 3              | 3          | 4              |
| PSY 230  | Developmental Psychology                    | 3              | 0          | 3              |
| HLT 230  | Principles of Nutrition & Human Development | 3              | 0          | 3              |
| SDV 101  | Orientation to Health Sciences <sup>1</sup> | 1              | 0          | 1              |
| <i>Semester Totals</i>   |   | 13             | 3          | 14             |
| <b><i>MILESTONE: Students eligible to apply to the ADN program</i></b> |   |                |            |                |
| <b>Second Semester: Begin NSG sequence</b>                             |   |                |            |                |
| <b>Course</b>  | <b>Course Title</b>                         | <b>Lecture</b> | <b>Lab</b> | <b>Credits</b> |
| BIO 142  | Human Anatomy & Physiology II               | 3              | 3          | 4              |

|                        |  |                |            |                |
|------------------------|--|----------------|------------|----------------|
| NSG 100                | Introduction to Nursing Concepts       | 3              | 3          | 4              |
| NSG 106                | Competencies for Nursing Practice      | 0              | 6          | 2              |
| NSG 130                | Professional Nursing Concepts          | 1              | 0          | 1              |
| NSG 200                | Health Promotion and Assessment        | 2              | 3          | 3              |
| <i>Semester Totals</i> |  | 9              | 15         | 14             |
| <b>Third Semester</b>  |  |                |            |                |
| <b>Course</b>          | <b>Course Title</b>                    | <b>Lecture</b> | <b>Lab</b> | <b>Credits</b> |
| BIO 150                | Introductory Microbiology <sup>2</sup> | 3              | 3          | 4              |
| NSG 152                | Health Care Participant                | 2              | 3          | 3              |
| NSG 170                | Health/Illness Concepts                | 4              | 6          | 6              |
| <i>Semester Totals</i> |  | 9              | 12         | 13             |
| <b>Fourth Semester</b> |  |                |            |                |
| <b>Course</b>          | <b>Course Title</b>                    | <b>Lecture</b> | <b>Lab</b> | <b>Credits</b> |
| ENG 112                | College Composition II                 | 3              | 0          | 3              |
| NSG 210                | Health Care Concepts I                 | 3              | 6          | 5              |
| NSG 211                | Health Care Concepts II                | 3              | 6          | 5              |
| <i>Semester Totals</i> |  | 9              | 12         | 13             |
| <b>Fifth Semester</b>  |  |                |            |                |
| <b>Course</b>          | <b>Course Title</b>                    | <b>Lecture</b> | <b>Lab</b> | <b>Credits</b> |
| NSG 230                | Advanced Professional Nursing Concepts | 2              | 0          | 2              |
| NSG 252                | Complex Health Concepts                | 4              | 0          | 4              |
| NSG 270                | Nursing Capstone                       | 0              | 12         | 4              |
| PHI 220                | Ethics <sup>3</sup>                    | 3              | 0          | 3              |
| <i>Semester Totals</i> |  | 9              | 12         | 13             |



|  |    |    |    |
|--|----|----|----|
| Program Totals   | 49 | 54 | 67 |
| <b>MILESTONE: Graduates eligible to apply for NCLEX-RN testing and advance to licensure as Registered Nurses</b> |    |    |    |

## Advanced Placement Option-LPN to ADN

The Advanced Placement Option-LPN to ADN is open to Licensed Practical Nurses (LPNs) who possess an unencumbered license to practice practical nursing in the Commonwealth. This option allows for advanced placement into the 4<sup>th</sup> semester of the ADN nursing program for all eligible and qualified applicants who successfully complete all of the prerequisite and corequisite courses listed below. *Students who graduate from the RCC PN program must be licensed by the end of the summer semester in the transition program.*

This option begins in the summer and ends the following May. Students will want to make careful arrangements for work and other responsibilities in order to devote the appropriate attention to learning complex material.

Admission to the program is not guaranteed. Campus locations are also not guaranteed. All potential students must:

- apply during the application period
- be advised by a nursing faculty member prior to application
- submit all official transcripts to Admissions and Records
- ranked “proficient” and place in the 45<sup>th</sup> national percentile or higher on the Test of Essential Academic Skills (TEAS) entrance test or 51% overall score on the Kaplan entrance exam
- have a curricular GPA of 2.5 for the prerequisite courses
- have a cumulative GPA of 2.0 for all college-level work.

### Prerequisite Courses

The following courses must be successfully completed with a grade of C or higher before you enter the summer semester to begin the ADN program:

| Course  | Course Title                                | Lecture | Lab | Credits |
|---------|---|---------|-----|---------|
| ENG 111 | College Composition I                       | 3       | 0   | 3       |
| BIO 141 | Human Anatomy & Physiology I                | 3       | 3   | 4       |
| PSY 230 | Developmental Psychology                    | 3       | 0   | 3       |
| HLT 230 | Principles of Nutrition & Human Development | 3       | 0   | 3       |
| SDV 101 | Orientation to Health Sciences              | 1       | 0   | 1       |
| BIO 142 | Human Anatomy & Physiology II               | 3       | 3   | 4       |
|         |   |         |     |         |

### Corequisite Courses

Once the student has successfully completed the prerequisite courses, the student may apply to the Advanced Placement Option-LPN to ADN program. Students will enter in the summer semester.

Courses required in the summer semester are:

| <b>Summer Semester</b> |                                    |                |            |                |
|------------------------|------------------------------------|----------------|------------|----------------|
| <b>Course</b>          | <b>Course Title</b>                | <b>Lecture</b> | <b>Lab</b> | <b>Credits</b> |
| BIO 150                | Introductory Microbiology*         | 3              | 3          | 4              |
| NSG 200                | Health Promotion and Assessment    | 2              | 3          | 3              |
| NSG 115                | Healthcare Concepts for Transition | 3              | 6          | 5              |
|                        |                                    |                |            |                |

\*Students are strongly encouraged to take BIO 150 prior to the summer you enter into the program.

### Remainder of the ADN program

After successfully completing the above courses, the student will join the existing traditional students in the last two semesters of the nursing program. These courses include:

| <b>Fall Semester</b>   |  |                |            |                |
|------------------------|--|----------------|------------|----------------|
| <b>Course</b>          | <b>Course Title</b>                    | <b>Lecture</b> | <b>Lab</b> | <b>Credits</b> |
| ENG 112                | College Composition II                 | 3              | 0          | 3              |
| NSG 210                | Health Care Concepts I                 | 3              | 6          | 5              |
| NSG 211                | Health Care Concepts II                | 3              | 6          | 5              |
|                        |  |                |            |                |
| <b>Spring Semester</b> |  |                |            |                |
| <b>Course</b>          | <b>Course Title</b>                    | <b>Lecture</b> | <b>Lab</b> | <b>Credits</b> |
| NSG 230                | Advanced Professional Nursing Concepts | 2              | 0          | 2              |
| NSG 252                | Complex Health Concepts                | 4              | 0          | 4              |
| NSG 270                | Nursing Capstone                       | 0              | 12         | 4              |
| PHI 220                | Ethics <sup>3</sup>                    | 3              | 0          | 3              |
| <b>Program Totals</b>  |  |                |            | <b>67</b>      |

### Estimated Costs for the ADN Program

|  |             |
|--|-------------|
| Tuition & Fees 67 credits X \$160.65* per credit             | \$10,763.30 |
| Uniforms and Shoes   | 400.00      |
| Books  | 1500.00     |
| Achievement Tests (Kaplan)                                   | 550.00      |
| Clinical Supplies (stethoscope, watch, lab kit, etc.)        | 400.00      |
| Malpractice Insurance  | 58.00       |
| Criminal Background Checks/Drug Screens/<br>Document Tracker | 150.00      |

|  |                      |
|--|----------------------|
| Medical  | 500.00               |
| Graduation and Licensure   | 500.00               |
| Travel to Clinical Agencies  | Variable             |
| <b><i>Total Estimated Costs</i></b><br>*tuition and fees subject to change | <b>\$14, 821.55+</b> |

## Rappahannock Community College

Application: Nursing Programs

For Entry in \_\_\_\_\_ (Year)      Application Due Date: \_\_\_\_\_

If applying for guaranteed admission, check here:  Guaranteed Admission

If you are **not** applying for guaranteed admission, select the programs to which you would like to apply (you may select more than one):

Practical Nursing (PN)       PN to ADN Transition (PN to ADN only)

Associate Degree in Nursing (ADN)

**READ CAREFULLY:** Per VCCS Policy 6.0.5, admission consideration is given to qualified applicants who are residents of the political subdivisions supporting the College and residents of those localities. Since enrollments are restricted for the nursing programs, admission consideration will be given to residents of the RCC service area first. Contact your nursing advisor for questions. \_\_\_\_\_ Initials

| APPLICANT INFORMATION  |            |  |      |
|--|------------|--|------|
| Last Name  | First Name | MI   | Date |
| Physical Street Address  |            | Apt #  |      |
| City   | County     | State  | Zip  |
| Mailing Address  |            | Apt #  |      |
| City   | County     | State  | Zip  |
| Home Phone   | Work Phone | Cellular Phone   |      |
| VCCS Email address   |            | Alternate Email Address  |      |
| VCCS Student ID  |            | Have you ever enrolled in a nursing program? No__ Yes__<br>If yes, what program and when?<br>What was the reason for not completing? |      |
| Campus Choice: _____ Warsaw _____ Glenns   |            |  |      |
| <b>Note: Students may choose one home campus, but it is not guaranteed. Students must be flexible in the event that course and clinical scheduling dictates a change in a campus location. Campus locations are honored as your first choice, but not guaranteed. Campus assignment may change each semester, depending on program space _____ Initial that you have read and understood this statement.</b> |            |  |      |

Please list all of your academic history in the spaces below and include any and all degrees or certificates earned.

| ACADEMIC HISTORY                        | FROM | TO | Last year attended | GRAD (Y/N) | Degree if applicable |
|---|------|----|--------------------|------------|----------------------|
| Currently in High School<br>Name of HS: |      |    |                    |            |                      |
| High School graduate<br>Name of HS:     |      |    |                    |            |                      |
| GED Completion                          |      |    |                    |            |                      |
| Vocational School Name                  |      |    |                    |            |                      |
| College Name*                           |      |    |                    |            |                      |
| College Name*                           |      |    |                    |            |                      |

\*Please include any additional colleges you have attended on the back of this application.

| Training/Certificates  | Y/N | Currently Practicing | Last Date of Practice | License or Certificate # |
|------------------------|-----|----------------------|-----------------------|--------------------------|
| Certified Nurse Aide** |     | ___Yes ___No         |                       |                          |
| LPN/LVN**              |     | ___Yes ___No         |                       |                          |

\*\*Attach a copy of your license to your application.

| CHECKLIST FOR COMPLETE APPLICATION   | INITIALS |
|--|----------|
| I am enrolled as a student at Rappahannock Community College. If separated from RCC for more than 3 years, a new college application is required.  |          |
| I have completed all required college testing (VPT MTH & ENG) and developmental course work, if applicable.  |          |
| I have attended a general information session. If yes, initial in space, if no, state NO.  |          |
| I have met with a nursing advisor. If yes, initial in space, if no, state NO   |          |
| All official transcripts from each college and high school I have attended have been hand delivered by me in sealed envelopes to my nursing program advisor or mailed directly by my college to Admission and Records. RCC transcripts do not need to be official. |          |
| I have been placed in the pre-Nursing Career Studies Certificate or pre-Practical Careers Studies Certificate by college advisors and I know who my nursing advisor is. Indicate which program in space.   |          |
| I have completed the ATI TEAS Pre-Nursing Entrance Test <b>or</b> the Kaplan Admission Test within the last 3 years and the results are included with this application.  |          |
| I have a cumulative GPA of 2.0 (PN Program) in all coursework or 2.5 (Advanced Placement LP to ADN or ADN) or higher in the five prerequisite courses.   |          |
| If applying under Guaranteed Admission, I have a 3.0 in all curricular courses with no repeat attempts in any curricular course.   |          |
| I have completed all pre-application requirements listed in the application package for my selected program(s).  |          |
| I certify that I do not have any conduct violations from RCC or any other college attended and/or I understand that the Admissions Committee will verify   |          |
| I certify I have completed the pre-requisite courses for the program(s) selected with a grade of "C" or higher.  |          |

**READ ONLY: Criminal Background Check Statement**—A criminal background check and drug screen are required for admission to the nursing program(s) as required by our clinical affiliates. If you have a criminal conviction you should contact <https://www.castlebranch.com/> to determine if your conviction will prevent you from enrolling in this program. **Initial** \_\_\_\_\_

**READ ONLY: Student Accommodations Statement**---Nursing programs are committed to the policies set forth by RCC regarding disabilities and reasonable accommodations. If you require special services or accommodations, you should contact the RCC Disability Services Counselor on either campus for an appointment at least 2 weeks prior to the beginning of classes if you are accepted into a nursing program. Your success is contingent upon your ability to fulfill the core competencies of the program.  
**Initial** \_\_\_\_\_

**IMPORTANT NOTE:** All prospective students are required to be eligible to participate in all clinical facilities where we are contracted to provide clinical supervision. *Students who are not eligible for rehire in any facility may be excluded from clinical experiences, and thus may forfeit their seats in the nursing program.* Please complete the following:

|  |     |    |   |  |
|--|-----|----|---|--|
| I am a current employee, in good standing, in a healthcare facility in the following systems: Sentara, Riverside, Bon Secours or Mary Washington | Yes | No | If yes, what facility?  |  |
| I am a former employee in a healthcare facility from the above-listed systems  | Yes | No | If yes, what facilities? List all   |  |
| As a former employee, I left in good standing and am eligible for rehire.  | Yes | No | If you are unsure, you MUST contact your former employer for verification |  |

After completion of this application and attachment of all transcripts, make an appointment with a nursing advisor. You cannot turn this package in until you have a nursing advisor signature below.

Nursing Advisor \_\_\_\_\_ Date: \_\_\_\_\_

**I certify, under penalty of disciplinary action up to and including automatic withdrawal from the nursing program, that all of the information is complete and accurate. I agree to supply the nursing program with supporting documentation related to my application if I am requested to do so. I further understand that submitting this application does not guarantee admission to a nursing program.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_