

PRACTICAL NURSING

**Fall Semester 2010
Admission Policies and Procedures**

WAYNE COMMUNITY COLLEGE

This information supersedes all previously published information.

Apply October 12, 2009 – April 23, 2010 for earliest consideration.
Applications received after April 23, 2010 will be considered on a monthly basis.
Applicants may apply for only one limited health occupations program per semester.

**PRACTICAL NURSING
FALL 2010 ADMISSION POLICIES AND PROCEDURES**

**INFORMATION IN THIS PACKET SUPERSEDES ALL PREVIOUSLY
PUBLISHED INFORMATION**

Thank you for your interest in the Practical Nursing (PN) program. We will begin accepting applications for the PN program starting **October 12, 2009**. Admission to the Practical Nursing program is a competitive process based on highest point count. Students interested in enrolling in the Practical Nursing program for Fall 2010 must submit a completed application by **April 23, 2010 by 12 p.m.** for consideration at the first meeting of the Admissions Committee. Applicants completing all requirements after the April 23rd deadline will be considered by the Admissions Committee at subsequent meetings until the program is filled. *If you have questions or concerns, please call the Office of Student Development/Counseling Services at 919-735-5151, ext 6732 or the Office of Admissions and Records at ext. 6720.*

Please use the following list to ensure you complete the admissions requirements.

The applicant should complete and submit the following information to the Office of Admissions and Records:

- _____ 1. Submit an application for Practical Nursing and Letter of Understanding to the Office of Admissions and Records. **A faxed application and Letter of Understanding will not be accepted.**

Note: If you are planning to take the general education requirements for Practical Nursing in a semester prior to Fall 2010, also submit a general application to the college for either Associate in Arts or Associate in General Education to the Office of Admissions and Records.

- _____ 2. Request that an official high school transcript or equivalent and **ALL** college transcripts be sent to the Office of Admissions and Records. These transcripts must be requested by you from your former schools, colleges and/or universities and must be received by WCC before the application deadline in order to complete your application. **(Note: An official transcript is one that is sent by one school, college or university to another school. The official transcript has the school's seal and the appropriate signature. A faxed copy is not considered to be an "official" transcript).** If you are enrolled in the Fall 2009 semester, you will need to send an updated transcript by the April 23rd deadline. If you have any Advanced Placement (AP), CLEP or DANTES credit, you must request the scores to be sent directly from the testing company.

It is the applicant's responsibility to make sure that all transcripts are up to date and on file in the Admissions Office by the published deadline. Failure to submit all transcripts to the Admissions Office by the published deadline will result in removal of the application from consideration or the applicant's dismissal from the program.

NOTE: Students with foreign transcripts must complete at least eight (8) semester hours of college credit (**not including pre-curriculum courses**) from an institution accredited by an American regional accrediting agency. **No transfer credit will be accepted from institutions not accredited by an American regional accrediting agency.**

Once your application has been processed, you will need to do the following:

3. Take the placement tests (Accuplacer/CPT, ASSET or COMPASS and Computer Skills) or submit official SAT or ACT scores and meet the required minimum scores necessary for the Practical Nursing program. Test scores must be within three (3) years of the program start date August 2010. Accuplacer/CPT, ASSET, COMPASS and Computer Skill placement tests and SAT or ACT tests taken before August 2007 must be retaken for a program starting August 2010. Official placement scores can be sent from another school. **(Note: Official placement scores are ones that are sent by one school, college or university to another. The official placement scores are sent in a sealed envelope. A faxed copy is not considered to be "official" placement scores).** Courses or minimum cut-off scores on placement tests or minimum scores on the SAT or ACT are:

Accuplacer/CPT		ASSET		COMPASS		SAT		ACT					
Reading	80	or	Reading	41	or	Reading	81	or	Critical Reading	500	or	Reading	19
Writing	86	or	Writing	41	or	Writing	70	or	Writing	500	or	English	19
Arithmetic	55	or	Numerical	41	or	Pre-Algebra	47	or	-----		or	-----	
Elem. Alg.	55*	or	Elem. Alg.	41*	or	Algebra	46*	or	Mathematics	500	or	Math	22
			OR										
			Interm. Alg.	41*									
Computer Skills													
Computer	78**												

*Or completion of MAT 070 or MAT 080 (or a college level equivalent) with a minimum grade of C.

**Or completion of CIS 070 or CTS 080 (or a college level equivalent) with a minimum grade of C.

Please note that Fall applicants will not be interviewed, tested or otherwise processed from December 1 – January 31 or from May 1 – June 6. Please plan accordingly.

For Readmits Only: The three (3) year limit is waived for applicants applying for admission to the Practical Nursing program.

4. Provide evidence of completion of high school or college chemistry within 10 years of the program start date, August 2010, with a minimum grade of C. Chemistry taken before August 2000 must be retaken for a program starting Fall 2010. The Chemistry requirement must be completed before the final interview with Student Development. (See step # 5).

5. Complete the admission process for Practical Nursing by scheduling an **official** interview* with a WCC Student Development/Counseling Services counselor in the Wayne Learning Center Building for referral to the Admissions Committee for the year of application. If the counselor does not have your PN folder available to review with you at this interview, you must pick up your folder in the admissions office and take it to the counselor. A Statement of Verification will be completed at this interview.

*You will know your interview is **official** if your pink copy of the Student Admission Report (SAR) has a check beside "Refer to Admission Committee".

Please do not submit unsolicited information such as personal recommendations or references. These materials are not used in the application process.

When the admission process is completed, a letter will be sent to each applicant informing him/her of the decision of the Admissions Committee.

Prior to final acceptance, applicants **must submit the Student Medical Form (with documentation of required immunizations)**. Health Forms will be provided by WCC after your conditional acceptance to the nursing program. **The Student Medical Form MUST BE COMPLETED and reviewed prior to the first day of classes.**

CRIMINAL BACKGROUND CHECKS

Affiliating clinical agencies with which the college has contracted to provide clinical experiences for nursing students require students to submit to criminal background check and drug screening prior to participation in clinical experiences at the site. The results of the background check and drug screen may determine if a student is eligible to enter clinical agencies. Students are responsible for the cost of the background check and drug screen.

1. Applicants should be aware that a student must be able to enter and/or remain in all clinical agencies to progress within the program. If a clinical site denies a student placement in their facility, the student would be unable to complete the required clinical component of the course. The student will be withdrawn from all NUR courses and will not be allowed to progress in the program.
2. Currently the nursing program uses an online vendor for background checks and drug screening. Information on how to complete the process is included with the letter of acceptance to the program.
3. The background check and drug screening must be completed by the specified date prior to the start of the semester in which the student enrolls. Failure to complete the process as specified will jeopardize enrollment in the program.

Applicants to the nursing program should be aware that if they have pled guilty to or have been convicted of a felony or misdemeanor (other than a minor traffic violation), the NC Board of Nursing may restrict or deny licensure. The NC Board of Nursing requires criminal history checks for each person applying to practice nursing in the state of North Carolina. Applicants will be charged a fee to offset the cost of the background check.

SELECTION CRITERIA FOR PRACTICAL NURSING

The following criteria will be used in the competitive admission process to calculate the total point count:

- 1. GRADES FROM COMPLETED COLLEGE COURSE WORK:** The following courses or equivalents will be considered.

BIO 163	Basic Anatomy and Physiology
ENG 111	Expository Writing
PSY 150	General Psychology

Points will be allotted as follows:* (Maximum of 18 points)

(A-, A, A+)	6 points
(B-, B, B+)	4 points
(C-, C, C+)	2 points

* The highest earned grade for each course will be used to calculate total points.

- 2. OVERALL GPA:** (College or Unweighted High School). If an applicant has completed at least 12 semester hours, or equivalent, from an accredited institution, college transcripts will be evaluated. The most recent transcript with 12 semester hours will be evaluated. If not, then the high school transcripts or GED scores will be used. **(Maximum of 3 points)**

	COLLEGE OVERALL GPA _____		
	(2.0 – 2.7) = 1	(2.8 – 3.4) = 2	(3.5+) = 3
OR	HIGH SCHOOL OVERALL GPA _____		
	(2.0 – 2.7) = 1	(2.8 – 3.4) = 2	(3.5+) = 3
OR	GED OVERALL SCORE _____		
	(250 – 274) = 1	(275 – 299) = 2	(300+) = 3

The following “tiebreakers” will be used should more than one applicant accrue the same number of total points:

#1 tiebreaker: Overall GPA

#2 tiebreaker: Accuplacer/CPT, ASSET, COMPASS, SAT or ACT Reading Score

PRACTICAL NURSING READMISSION POLICY

The readmission policy for the Practical Nursing program is as follows:

Because of the organization of the learning experiences in the Practical Nursing program, the course sequence may be offered only one time per year; therefore students requesting readmission to the Practical Nursing program will not be able to re-enter until the course is offered again. In addition to the Wayne Community College "Readmission Policy" listed on page 11 of the 2009-2010 Wayne Community College General Catalog, the student requesting readmission is subject to the following requirements.

1. The student must complete the admission process and submit an updated Student Medical History.
2. The student must follow a prescribed program of knowledge and skill development based upon identified deficiencies as recommended by the program faculty and Department Head.
3. Admission will be awarded on a space-available basis.
4. Readmissions will be limited to a maximum of one (1) time.

PRACTICAL NURSING

Official Program Description registered with the N.C. Department of Community Colleges:

Curriculum Description:

The Practical Nursing curriculum prepares individuals with the knowledge and skills to provide nursing care to children and adults.

Students will participate in assessment, planning, implementing and evaluating nursing care.

Graduates are eligible to apply to take the National Council Licensure Examination (NCLEX – PN) which is required for practice as a Licensed Practical Nurse. Employment opportunities include hospitals, rehabilitation facilities, long term care facilities, home health care facilities, clinics and physicians' offices.

Diploma Awarded:

A Diploma in Practical Nursing is awarded by the College upon completion of this program.

Note:

Students must earn a grade of C or better in all curriculum courses in order to progress in the program.

In addition to tuition and textbooks, cost of this program include a watch with a second hand, uniforms, shoes, lab coat, physical examination, immunizations, fees for application for criminal background checks/drug screen and fees for application for licensure for the North Carolina State Board of Nursing and National Council Licensure Examination.

This nursing education program is approved by the North Carolina Board of Nursing and accredited by the National League for Nursing Accrediting Commission, Inc.

North Carolina Board of Nursing
3724 National Drive
Glenwood Place Office Complex
Camden Building, Suite 201
Raleigh, North Carolina 27612

NLNAC
3343 Peachtree Road NE, Suite 500
Atlanta, Georgia 30326

WAYNE COMMUNITY COLLEGE NURSING PROGRAM TECHNICAL STANDARDS

Nursing is a practice discipline with cognitive, sensory, affective and psychomotor performance requirements. For purposes of nursing program compliance with the 1990 Americans with Disability Act, a qualified individual with a disability is one who with or without reasonable accommodation or modification, meets the essential eligibility requirements for participation in the nursing program.

Admission to and progression in the nursing program is not based on these standards. Rather, the standards should be used to assist each student in determining whether accommodations or modifications are necessary. Standards provide an objective measure upon which a student and the advisor base informed decisions regarding whether a student is “qualified” to meet requirements. It is the responsibility of the applicant to read the technical standards carefully and to ask for clarification of any standard that is not understood.

If a student believes that he or she cannot meet one or more of the standards without accommodations or modifications, the nursing faculty will determine on an individual basis, whether or not the necessary accommodations or modifications can be made reasonable.

TECHNICAL STANDARDS

Nursing students should possess and be able to demonstrate the following:

1. **Critical Thinking:** critical thinking ability sufficient for clinical judgment. For example, student must be able to identify cause-effect relationships in actual or simulated clinical situations; analyze data; develop or participate in the development of nursing care plans.
2. **Interpersonal Skills:** interpersonal abilities sufficient to interact with individuals, families and groups from a variety of social, emotional, cultural and intellectual backgrounds. For example, student shall establish rapport with patients/clients, families and colleagues.
3. **Communication Skills:** communication abilities sufficient for interaction with others in verbal and written form. For example, collect assessment data, explain treatment procedures, initiate health teaching, document and interpret nursing actions and patient/client and family responses.
4. **Physical Abilities:** physical abilities sufficient to move from room to room and maneuver in small spaces. For example, move around in patient/client’s rooms, work spaces and treatment areas; administer cardio-pulmonary procedures.
5. **Gross and Fine Motor Abilities:** gross and fine motor abilities sufficient to provide safe and effective nursing care. For example, move, calibrate and use equipment and supplies; lift, transfer and position mobile and immobile patients/clients.
6. **Auditory Ability:** auditory ability sufficient to assess and monitor health needs. For example, hear monitor alarms, emergency signals, auscultatory sounds and cries for help.

7. **Visual Ability:** visual ability sufficient for physical assessment, performance of nursing procedures and maintenance of environmental safety. For example, observe patient/client responses such as skin color, facial expression and specimen color.
8. **Tactile Ability:** tactile ability sufficient for physical assessment and performance of nursing procedures. For example, perform palpation, functions of physical examination and/or those related to therapeutic intervention, e.g. insertion of catheters.
9. **Emotional Stability and Mental Alertness:** emotional stability and mental alertness sufficient in performing nursing care. For example, maintain a calm and efficient manner in high stress situations with patients/clients, families and colleagues.

EXAMPLES ARE NOT ALL INCLUSIVE

WAYNE COMMUNITY COLLEGE
COMMUNICABLE DISEASE POLICY OF STUDENTS

Wayne Community College is committed to assuring, as far as possible, that each student enjoys safe and healthful study conditions. To this end, the College offers the following information:

A student infected, or reasonably believed to be infected, with a communicable disease shall not be excluded from enrollment or employment, or restricted in his/her access to the institution's services or facilities unless medically-based judgments in individual cases establish that exclusion or restriction is necessary to the welfare of the individual or the welfare of other members of the institution and community.

A student who knows, or has a basis for believing that he/she has a communicable disease or has been exposed to a communicable disease that may pose a threat to others, has an obligation to conduct him/herself in accordance with such knowledge, so as to protect him/herself and others. In respect, a curriculum student should report this information to the Department Head for the program in which he/she is enrolled, and a continuing education student should report this information to his/her Program Coordinator. All information will be kept confidential except to those persons determined by the appropriate Department Head/Program Coordinator as having a need to know. These persons will be informed after the student is advised that such action will be taken.

A person who may pose a threat to others will be assessed by a licensed healthcare provider (physician, nurse practitioner or physician's assistant) in keeping with current standards, requirements and recommendations of the Center for Disease Control (CDC) and the Occupational Safety and Health Act (OSHA). The evaluation of the student must include a statement of his/her health status as it relates to his/her ability to safely accomplish the objectives of the declared program of study. Decisions regarding the student's enrollment or access to facilities and/or services on campus will be made based on the recommendations of the licensed healthcare provider.

Students enrolled in the following programs must comply with additional policies related to their risk of exposure to blood or other infectious body fluids: Dental Hygiene, Dental Assisting, Associate Degree Nursing, Practical Nursing, Nurse Aide, Medical Assisting, Phlebotomy, Emergency Medical Services, Early Childhood, Basic Law Enforcement Training, Forestry (optional); and courses in biology and physical education. Orientation to the aforementioned programs and courses will include established policies and procedures.

Reference: WCC Student Handbook 2009-2010

PRACTICAL NURSING PROGRAM

		CLASS HOURS	LAB HOURS	CLINICAL HOURS	SEMESTER CREDITS
<u>FIRST SEMESTER</u>					
ACA 111	College Student Success	1	0	0	1
BIO 163	Basic Anatomy & Physiology	4	2	0	5
NUR 101	Practical Nursing I	7	6	6	<u>11</u>
					17
<u>SECOND SEMESTER</u>					
NUR 102	Practical Nursing II	8	0	12	12
NUR 117	Pharmacology	1	3	0	2
PSY 150	General Psychology	3	0	0	<u>3</u>
					17
<u>THIRD TERM</u>					
ENG 111	Expository Writing	3	0	0	3
NUR 103	Practical Nursing III	6	0	12	<u>10</u>
					13
TOTALS		33	11	30	47
		(Contact Hours)			(Credit Hours)

WCC Practical Nursing Program Estimated Expenses

FALL SEMESTER	SPRING SEMESTER	SUMMER TERM
In-state Tuition/Fees Full-Time = 16 Hours \$ 50.00/Sem. Hour \$ 10.00 Activity Fee \$ 8.00 Technology Fee \$ 818.00 *	In-state Tuition/Fees Full-Time = 16 Hours \$ 50.00/Sem. Hour \$ 10.00 Activity Fee \$ 8.00 Technology Fee \$ 818.00 *	In-state Tuition/Fees Full-Time = 16 Hours \$ 50.00/Sem. Hour \$ 8.00 Technology Fee \$ 808.00 *
Out-of-state Tuition/Fees \$ 241.30/Sem. Hour \$ 10.00 Activity Fee \$ 8.00 Technology Fee \$ 3,878.80 *	Out-of-state Tuition/Fees \$ 241.30/Sem. Hour \$ 10.00 Activity Fee \$ 8.00 Technology Fee \$ 3,878.80 *	Out-of-state Tuition/Fees \$ 241.30/Sem. Hour \$ 8.00 Technology Fee \$ 3,868.90 *
Books ** \$ 450.00	Books ** \$ 240.00	Books ** \$ 85.00
Health/Medical Exam/Immunizations \$ 270.00 ***		Graduation Expenses Cap/Gown \$ 25.00 Uniform \$ 50.00 Nursing School Pin \$ 32.00-130.00 ****
Criminal Background Drug Screen \$ 55.00 (minimum)		Application for NCLEX and Licensure \$ 308.00
Uniforms \$ 150.00		
Other Requirements Shoes \$ 60.00 Watch \$ 25.00 Scissors \$ 10.00 Stethoscope \$ 30.00		
Total (in-state) \$ 1,868.00	Total (in-state) \$ 1,058.00	Total (in-state) \$ 1,406.00
Total (out-of-state) \$ 4,928.80	Total (out-of-state) \$ 4,118.80	Total (out-of-state) \$ 4,466.80

PLEASE NOTE:

* Tuition/Fees are subject to change.

** Cost of books is constantly changing. Costs vary according to number of courses taken each semester. Cost of books is based on a full course load.

*** Costs vary, depending on health care provider and insurance coverage.

**** Prices change annually. Pin can be purchased in gold, gold filled or silver.

**PRACTICAL NURSING
LETTER OF UNDERSTANDING**

NAME _____

SS# _____

I affirm that I have read and understand the Practical Nursing admission policies and procedures as stated by Wayne Community College in the Practical Nursing Fall Semester 2010 Admission Policies and Procedures package available online at <http://www.waynecc.edu/alliedhealth/practical-nursing.pdf>.

I understand that it is my responsibility as an applicant to submit all the necessary admission requirements prior to the deadline and that failure to comply with all application requirements will result in removal from consideration or dismissal from the program. (Please refer to the application package for more detailed information).

I understand that no exceptions to the policies and procedures will be granted.

INITIAL APPLICATION DEADLINE – **PRACTICAL NURSING**
April 23, 2010 by 12 p.m.

Applicants completing all requirements after the deadline will be considered by the Admissions Committee at their next regularly scheduled monthly meeting until the program is filled.

After reading the above statement, please sign, date and return with your application.

Signature _____

Date _____

Note: Your application will not be processed without this signed statement.

Please be sure to inform the Office of Admissions and Records if your address or telephone number changes.

AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

APPLICATION FOR ADMISSION/READMISSION



Do Not Write In This Space
 R _____
 T _____

NOTICE TO STUDENT: The information that you provide below will be placed in our master file. If any of this data changes, you must notify the Office of Admissions and Records immediately. Information on race and sex is requested for data gathering purposes only. Disclosure of social security number is voluntary and is used to verify the identity of an individual. Answer all questions completely and accurately. Use your legal name. Incomplete forms may delay your acceptance. Please print or type.

Last Name Jr./Sr./III		First	Middle	Former
Address		City		State Zip
County of legal residence		State of legal residence	Country of legal residence	
Home Telephone ()	Work Telephone ()	Social Security Number	College ID Number (If applicable)	
Birth Date	Ethnic Group ___1 White ___2 Black ___3 Indian ___4 Hispanic ___5 Asian ___6 Other (Voluntary) (Non-Hispanic) (Non-Hispanic) (Amer/Native) (Pacific Islander)			Sex ___F ___M
Birth Place				
E-Mail Address:		Year and term entering 20___ ___Fall ___Spring ___Summer	I plan to attend ___ Full-Time ___Part-Time	
Curriculum to which you are applying: (See back page)		Enrolling as ___ Freshman ___ Transfer ___ Returning WCC Student		
6-Digit Curriculum Code		Last term registered at WCC _____		
Name last enrolled under				
Long-term goal at WCC? (Check One) ___ To obtain an Associate Degree, Diploma or Certificate ___ To enhance job skills in present field of work ___ To enhance employment skills for a new field of work ___ To take courses to transfer to another college ___ To take courses for personal enrichment or interest		U.S. Citizen ___Yes ___No If no, a) give country of citizenship _____ b) immigration status _____		
		Indicate if any of the following apply to you: ___ Retired Military ___ Active Duty Military ___ Dependent of Active Duty Military ___ Department of Defense Employee		

High School and College Information

High school last attended	City	County	State
___ Yes, I graduated Graduation Date or Last Date of Attendance: Month _____ Day _____ Year _____			
___ I received an Adult High School Diploma	School:	State:	City: Date Received:
___ I received the GED	School:	State:	City: Date Received:
___ I am currently enrolled in high school	School:	State:	City: Date Received:
Other Colleges Attended	City	County	State Date Last Attended
Highest educational level completed (Check one) ___8 ___9 ___10 ___11 ___12 ___GED ___13 Adult High School Diploma ___14 Post High School Vocational ___15 Associate Degree ___16 Bachelor's Degree ___17 Master's Degree or Higher			

All transcripts (high school or equivalent and college) must be on file in the admissions office before an applicant is officially accepted to the College. No transcript will be evaluated for transfer credit until ALL official transcripts have been received. Financial aid and VA benefits will not be approved until all official transcripts are on file.

Employment status while attending WCC
 ___ Retired ___ Unemployed - not seeking employment ___ Unemployed - seeking employment ___ Employed 1-10 hours per week
 ___ Employed 11-20 hours per week ___ Employed 21-39 hours per week ___ Employed 40 or more hours per week

