



REGISTERED NURSING PROGRAM FALL 2016 Application Information Packet

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

You must complete all steps to be considered.

1. PROGRAM COUNSELING & ADVISING

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

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

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

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

2. APPLICATION PROCESS & DATES

2A. Selection Criteria.

Program admission *is based on a point allocation system*. In addition to admitted students, there will be designated alternate students. An alternate is allowed to enter the program **if** an admitted student declines. Alternate students not accepted into the **Fall 2016** program **will** be granted guaranteed admission the following year without reapplying to the program.

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

2B. Important Dates:

Application opens: **January 4, 2016 at 12:15 a.m.***

Application closes: **February 17, 2016 at 4:00 p.m.***

Interview notification: Interview status via email and myLane announcement..... **March 31, 2016**

Interview Date: Students need to be available this day..... **April 18, 2016**

Application notification: Application status via email and myLane announcement.... **April 26, 2016**

Mandatory orientation: Required for accepted AND alternate status **May 19, 2016**

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

3. PREPARING TO APPLY- APPLICATION REQUIREMENTS

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

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

- _____ **1. Email Account.** It is your responsibility to set your “spam filter” system to accept email addresses containing @lanecc.edu
- _____ **2. Admission to Lane as a credit student.** If you are not currently a credit Lane student, complete Lane’s college admission process and obtain a student “L” number. Make sure to complete all “[Steps to Enroll in Credit Classes](#)” including testing if needed.
- _____ **3. Advising.** Attend Ongoing/Transfer Workshop with Jessica. See **Section 1, Program Counseling & Advising.**
- _____ **4. [Oregon Resident.](#)** You must be a current resident of Oregon to apply. Verify that your current Oregon address is in *myLane* (Homepage, Personal Information channel)
- _____ **5. Submit Non-Lane Official Transcripts to Enrollment Services.** All courses used as prerequisites must be recorded on your official transcript and received by Lane Enrollment Services prior to application close date.
- _____ **6. Request Course Equivalency Evaluation (if needed).** It is your responsibility to initiate the process for non-Lane courses early and make sure equivalencies/substitutions have been established by the application deadline.
Course must be listed on the Course Equivalency Transfer Tool: [Lane Instructions for Transferring Credits](#). If your course is listed, no further action is required. If not, please refer to section 4 of Academic Advising in Moodle.
- _____ **7. Complete the Conditions of Application Checklist, Form 1.**
- _____ **8. Complete Form 2: Point Petition Sheet.** Only courses that are listed as complete on an official transcript may be used for points. **Extra points will NOT be awarded if you do not complete the Point Petition Sheet.**
- _____ **9. Make a Personal Copy of Application Documents** for your files. Your documents will not be returned to you.

4. AMERICANS WITH DISABILITIES ACT

Students having difficulty and in need of academic support because of a documented disability, whether it be psychiatric, learning, physical, hard of hearing, or sensory, may be eligible for academic accommodations through the Center for Accessible Resources. Contact them in Bldg. 1, Room 218 or at 463-5150 (voice). TTY: 711 or FAX 463-4739. Please let the instructor know of any appropriate accommodations immediately. Email: AccessibleResources@lanecc.edu

5. POINT PETITION DETAILS

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

Section 1 – Required Courses:

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

Courses from **non-accredited** colleges will **not** be considered in the initial evaluation of your application, nor can they be considered toward any degree requirements. Email NursingProgram@lanecc.edu if you are not sure. Please provide name of institution and state (e.g., Pioneer Pacific does not meet Northwest Commission of Colleges and Universities accreditation criteria.)

Item 1 - Anatomy & Physiology I, II, and III: BI 231 is required to apply. If all three AP courses are more than 7 years old – BI 233 needs to be repeated in order to be current and completed Fall 2009 or later.

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

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

Item 3 – English Composition: WR 121 and WR 122. Applicants with a prior Bachelor's degree from a U.S. regionally accredited institution may waive this requirement, but will need to use additional approved electives that meet the Section 2 requirements to meet the 30 credit minimum to apply.

Item 4 – Nutrition: Option of FN 225 Nutrition or FN 240 Nutrition and Metabolism

Item 5 – Human Development: PSY 215 Lifespan Development

Item 6 – Human Relations: Choice of course from catalog list only. See Lane 2015-2016 Catalog: Associate of Applied Science, **Human Relations Courses** list under III. Program Core Requirements: <http://www.lanecce.edu/sites/default/files/collegecatalog/aas.pdf>

Item 7 – Discipline Studies: Social Science/Arts and Letters/Human Relations only. See Lane 2015-2016 Catalog: Associate of Applied Science, **Social Science** and **Arts and Letters** information under II (*Exception: performance/studio arts are not accepted*). Discipline Studies for course options or another **Human Relations**. <http://www.lanecce.edu/sites/default/files/collegecatalog/aas.pdf>

Section 2 – Approved Electives:

- You can use Approved Electives to reach a **Maximum of 47 total qualified credits**
- Must be from Lane 2015-16 Catalog Associate of Applied Science under **II. Discipline Studies**
 - **Social Science/Arts and Letters/Human Relations/Science/Math/Computer Science**
 - Transfer courses meeting all Section 2 requirements do not have to be evaluated
- Exceptions for Arts/Letters courses: Studio art and performance arts do not meet the criteria, however, Theater Arts courses do meet criteria
- Subject criteria and are from an accredited institution numbered 100 level or higher or considered freshman through senior level then no further steps are required
- No more than two courses in one subject can be listed in Section 2 (e.g. ENG 104,105 and 106, – 106 could not be listed)

Section 3 – Prerequisite GPA:

Maximum of 40 points possible. Minimum Prerequisite GPA of 3.00 and Prerequisite GPA Points of 16 to apply. Courses from Section 1 and 2 are the only courses that should be used to calculate Prerequisite GPA and Prerequisite GPA Points.

Section 4 – Oregon Consortium for Nursing Education (OCNE) Points:

Anatomy & Physiology Series:

- BI 231 with either BI 232 or BI 233 is worth 3 points.
- All three, BI 231, 232, and 233 completed is worth 5 points.

Prerequisite Credits:

- “Section 1 & 2 Total Credits”, if it is 37-44 credits it is worth 3 points.
- “Section 1 & 2 Total Credits”, if it is 45-47 credits it is worth 5 points.

Prior Degree: Associate level degree or higher is worth 1 point.

- College and degree information must be listed on Point Petition Sheet
- Official Transcript showing degree awarded must be submitted to Enrollment Services
- Degree must be from an accredited institution

Section 5 – Lane Discretionary Points:

Lane County Residence: Residency for 90 days prior to applying is worth 2 points.

- Residency will be assessed by the street address of the applicant in myLane.
 - No PO Boxes.
- See [Residency rules](#) for Lane Community College.

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

Lane Community College Credits: Credits taken at LCC listed in Section 1 and Section 2

- If there are 24-35 credits it is worth 1 point
- If there are 36-47 credits it is worth 2 points.

Cultural Literacy: Approved course is worth 1 point.

- See Lane 2015-16 Catalog, **Approved courses for Oregon Transfer degrees** courses marked with an asterisk * or have a Cultural Literacy attribute in the Lane Transfer Tool.
- HO 102 Diversity Issues in Health Care and HE 255 Global Health are accepted
- Course must be 3 credits, graded C or higher

Medical Terminology Course: HO 100 Medical Terminology - minimum of 2 credits with Pass or grade of C or higher is worth for 2 points.

Nursing License: Unencumbered Licensed Practical Nurse LPN License or Certified Nursing Assistant CNA Certification Level 1 or higher through a State Board of Nursing is worth 3 points.

- Submit appropriate verification that recognizes “no disciplinary action is in progress.”
- Documentation must be submitted with application to qualify for points

6. APPLICATION SUBMISSION CHECKLIST

Submit the Application Packet to HPApplicationCenter via email.

- ☐ Form 1 Conditions for Application (fillable PDF)
- ☐ Form 2 Point Petition Sheet (fillable PDF)
- ☐ Course Equivalency/Substitution forms/emails (if applicable)
- ☐ Supporting documentation for Additional Points (if applicable)

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

Before you begin the Program Online Application and Payment

- ☐ You must have a student “L” number to complete this process.
- ☐ You must have an email address to complete this process.
- ☐ You must have a Visa or MasterCard card to pay the application fee.

7. ANNOUNCEMENTS

Fall 2017 Entry Requirements: Starting in Fall 2017, BI 234 will be required for entry into the program