

LPN to RN Application Information Packet Winter 2017



IMPORTANT DATES

Highlighted links in blue refer to important information please select and review all links carefully.

Open Application Period: Oct 3 – Oct 31, 2016	Date of submission has no bearing on applicant ranking during the application period. If all courses listed on the emailed Form 2 have been completed at Lane or appear on official submitted transcripts – and the Online Application and Payment has been completed your application will be accepted for review.
	Nursing On-line Application and Payment opens – see instructions.
	Obtain course equivalent documentation for prerequisite courses taken at other colleges and include with application materials.
Application documents	Application Forms 1 and 2 and Online Application Instructions Once processing begins if any one of these portions are missing, the application will be considered incomplete.
Oct 31, 2016 at 4pm	Deadline: Final date to submit official transcripts from other institutions to Enrollment Services per instructions provided in this application.
	Deadline: Final date to submit Forms 1 and 2 (and other documents as instructed) must be <u>received</u> at Health Professions Application Center by email (hpapplicationcenter@lanecc.edu) See instructions for all documentation.
	Deadline: Final date to submit On-line Application and Payment.
Nov 10, 2016 after 5pm	Interview Notification: Interview status will be sent via email. All interviews will take place on the afternoon of Monday, November 14th, 2016, time TBA in notification email. Interview date availability is mandatory.
Nov 14, 2016	Student Interviews: Must be available on this day . Plan ahead when you apply.
Nov 21, 2016	Final Notification: Will be sent via email.

LANE NURSING – an applicant admitted to a community college Oregon Consortium for Nursing Education (OCNE) partner is considered co-admitted to Oregon Health Sciences University with an option to complete a Bachelor’s degree with a major in Nursing. All applicants must meet Lane [Oregon Residency](#) requirements.

Phase 1: LPN applicants are screened for eligibility to enroll in the pharmacology and pathophysiology series using the point system as outlined on the point petition sheet – see Form 2. The number of applicants selected will be based on the available capacity in these two course sequences for Winter Term 2017, selection does not guarantee admission to the RN nursing program.

Phase 2: Prior to Spring Term selection for advancing or alternate status combines the points obtained in Phase 1 (Form 2) with up to 10 points for grades completed in Pharmacology 1 - NRS 230 and Pathophysiology 1 - NRS 232. Spring term Pathophysiology 2 - NRS 231 and Pharmacology 2 - NRS 233 courses must be completed with a **C** or better in order to advance to Fall Term. No additional application steps are required to advance.

Phase 3 Spring Term Bridge Course NRS 115: Students will be required to complete NRS 115 with a **C** or better to enroll in the first-term second year of an OCNE RN program NRS 221A and B. See Lane Catalog page 136-137 for more information. No additional application steps are required to advance.

For Counseling and Advising assistance in meeting program or application requirements, please plan to attend an [LPN to RN workshop](#) or Email NursingProgram@lanecc.edu.

An Academic Advising Resource is available. To access go to classes.lanecc.edu choose instructions to login as a Guest. Scroll down to Courses and select "Academic Advising" and then choose "[Academic Advising Resources – Nursing LPN and RN Programs \(Section 7\)](#)."

2017 APPLICATION PROCESS:

1. Admission to Lane.

If you are not currently a Lane credit student, complete [Lane's college credit admission process](#) choose start term as Winter 2017 and obtain a student "L" number. Make sure to complete all "[Steps to Enroll in Credit Classes](#)" including a prior college clearance (see Steps to Enroll for more information).

2. The LPN to RN Application has two parts an On-line Application & Payment, and Forms 1 and 2 with supporting documentation. You are **NOT** considered an applicant to the program until you meet all application requirements.

- A. Review instructions for the On-line Application and Payment. This application will include a \$50 non-refundable application fee, therefore do not initiate until you are sure you will have the prerequisites and requirements met, submit official sealed transcripts (if needed) and are ready to submit Forms 1 and 2.
 - B. **Email** LPN to RN Nursing Application Winter 2017 - Forms 1 and 2 and documentation as instructed. Applications must be received by deadline. If needed scan and email course equivalency or substitution forms, OSBN LPN License Verification, and **mail or hand deliver** the Work Verification and Advanced Placement Reference forms to be received by the application closing date.
 - C. Notification - IMPORTANT! Set your "spam filter" system to accept email addresses from @lanecc.edu or your notification may be spammed! Do this even if you are currently receiving emails from Lane.
- #### 3. Oregon LPN License, Work Experience and Reference Documents
- Attach a copy from the OSBN website of verification of an unencumbered Oregon LPN License (available from the [Oregon State Board of Nursing](#)) - along with the LPN Work Experience forms signed by appropriate individuals sealed in their agency envelope and two completed copies of the OCNE LPN to RN Advanced Placement Reference forms sealed by the reference sources in their agency envelopes. Submit by mail to: Lane Community College, HP Application Center - LPN to RN Application Documentation, 4000 East 30th Avenue, Bldg#30, Eugene, OR 97405.

PREREQUISITE COMPETENCIES. Must receive a GPA of 3.00 or higher on all prerequisites listed on Form 2. All course work must appear on a Lane Transcript and/or submitted transcripts from other schools.

- 46 credits of specified prerequisite courses (listed below – items 1-8 to meet credit total) must be completed before the application deadline. However, must have completed by the end of Fall 2016 all courses listed on Form 2 - BI 234 and WR 123 or 227 for students who completed 3 credit versions of WR 121 or WR 122. BI 112 or course that satisfies Biology with Genetics must be completed by Spring 2017.
- All courses letter grade **C or higher (C- or less not accepted)**; see courses with Pass option on Form 2.
- Any courses completed that meet the criteria as OCNE prerequisites must be included on Petition for Points Form 2, up to 47 credits. Applicants may repeat courses in order to raise the GPA. The most recent grade will be used for GPA calculation whether it is **higher or lower** than previous grades.
- Applicants with courses taken at other colleges please refer to the [Course Equivalency information](#).

1. Anatomy & Physiology I, II, III: (12 credits) BI 231, BI 232 and BI 233 are required to enroll in NRS 230 and NRS 232. BI 112 and CH 112 are prerequisite to BI 231 at Lane. These 8 credits may be used as Item 8 approved electives. If course(s) were not taken at Lane, use the [Lane Transfer Tool](#) or request a course equivalency from the Science department. The most recent A&P course must have been completed within 7

years prior to starting the LPN Advanced Placement Program (taken Winter term 2010 or later). If your AP courses are more than 7 years old – BI 233 needs to be completed Winter term 2010 or later. BI 234 must also have been completed Winter term 2010 or later.

2. **Math Proficiency:** Choice of MTH 095 Intermediate Algebra or higher or one of the following options: If you have completed Math 095 or higher with a pass grade or options (a-c) below you will be required to submit supporting documentation and credits obtained will not count toward 46 credit minimum required to apply from Section 1 courses.
 - a) Lane Credit by Exam for MTH 095 Intermediate Algebra or higher
 - b) AP (Calculus), or CLEP (College Algebra, or any Calculus or Statistics)
 - c) IB (Mathematics, or Math Studies, or Further Mathematics or Statistics)
 - d) Course considered equivalent to MTH 095 or higher from accredited colleges/universities.
3. **English Composition Courses WR 121 and WR 122 (6 to 8 credits):** Applicants with a prior Bachelor's degree from a U.S. regionally accredited institution may waive this requirement. Students who have completed a U.S. Bachelor's degree and wish to waive the WR 121 & 122 requirement will need to complete additional approved electives to fulfill the 46 course credits required for admission to the program. Additional credits may come from any approved courses listed under item 8.

For applicants without a prior Bachelors who have taken college level freshman writing courses not listed as "WR 121" or "WR 122" use the [Lane Transfer Tool](#) or request a course equivalency from Lane's Language, Literature & Communication Division.

Students without a Bachelor's degree and who have completed 3 credit versions of WR 121 or WR 122 are required to complete WR 123 or WR 227 to meet the composition degree requirement no later than Fall, prior to your Winter entry. WR 123 or 227 can also be listed as an approved elective course, if complete.
4. **Nutrition FN 225 or FN 240 (3 or 4 credits):** If course not taken at Lane use the [Lane Transfer Tool](#) or request a course equivalency from the Health Professions division. FN 225 or equivalent course is required to enroll in NRS 230 and NRS 232.
5. **Human Development (3 credits):** The course must cover the developmental process of human life covering the full life span, (not just Child Development). One course option below must be met to enroll in NRS 230 and NRS 232.
 - Options at Lane include: PSY 215; or HDFS 226 + PSY 236; or PSY 235 + PSY 236 (not offered at Lane).If course(s) not taken at Lane use the [Lane Transfer Tool](#) or request a course equivalency from the Social Science department.
6. **Human Relations course (3 or 4 credits):** See [Lane Catalog Associate of Applied Science Human Relations](#) requirement. See course list option. If course not taken at Lane use the [Lane Transfer Tool](#) or request a course equivalency from the Counseling Department.
7. **Arts and Letters, Social Science or Science/Math Computer Science (3 or 4 credits):** See Lane Catalog Associate of Applied Science [Discipline Studies](#) requirement. See course subject options. If, course meets the subject criteria and is from an accredited institution numbered 100 level or higher or considered freshman level or above then no further steps are required. Does not include CIS, studio or performance arts courses.
8. **Approved Electives to total of 46 to 47 credits:** See Lane Catalog [Associate of Applied Science: Discipline Studies](#) course subject options listed under Arts/Letters (excluding studio art and performance arts); Human Relations/Social Science; Science/Math/Computer Science (**excluding** CIS courses). If, course(s) meet the subject criteria and are from an accredited institution numbered 100 level or higher or considered freshman to senior level then no further steps are required. No more than two courses in the same subject area can be listed (e.g. only two ENG courses.)
9. **Microbiology BI 234 and Biology with Genetics:** (see [Lane Catalog Information](#)) BI 234 is required to be completed within the last 7 years and prior to enrollment in NRS 230 and NRS 232. BI 112 or course(s) that satisfy the Biology with Genetics requirement is required to be completed by the end of Spring term 2017.

10. Basic Computer Competency is required to enroll in NRS 230 and NRS 232. To be successful in the LPN to RN Program students need to be computer literate, including at least word processing, use of spreadsheets, and web searches. Students without computer experience are expected to seek out opportunities for remediation in this competency prior to entering the LPN Advanced Placement Program.

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 541-463-5150 (voice). TTY: 711 or FAX 541-463-4739. Please let the instructor know of any appropriate accommodations immediately. Email: AccessibleResources@lanec.edu

TRANSCRIPTS

Submit Transcripts (if required) to Enrollment Services. All courses used for points must appear on your transcript.

TRANSFER CREDITS, COURSE EQUIVALENCIES

Courses from Non-accredited colleges will not be considered in the initial evaluation of your application nor can they be considered toward any application or degree requirements (exception LPN only specific courses from non-accredited institutions like Pioneer Pacific.)

Transfer coursework from Foreign Institutions

Must be evaluated by the application deadline by an outside credential evaluation service. The evaluation company must be either AACRAO Foreign Education Credential Service (www.aacrao.org) or a member of the National Association of Credential Evaluation Services (NACES). For a list of NACES memberships, please refer to their web site at www.naces.org. The evaluation must be a course-by-course detailed evaluation with an official copy submitted to Enrollment Services. The coursework must be considered to be at a post-secondary level, have comparable LANE accreditation status and be parallel in content to LANE coursework. The outside evaluation must also be completed for secondary level education for any evaluation of that coursework toward LANE admission requirements. The outside evaluation must also be completed for post-secondary level education for any evaluation of that coursework toward LANE admission requirements

APPLICATION POINT SYSTEM – PLEASE REVIEW CAREFULLY

PER OCNE RULES, APPLICATION POINTS WILL NOT BE MADE AVAILABLE TO APPLICANTS.

Eligible applicants will be assessed according to the following point system. The majority of this point system is uniform in all OCNE programs with each school having up to 14 discretionary points.

- SECTION 3:** Prerequisite GPA: A maximum of 40 points will be awarded.
The applicant must detail the meeting of these prerequisites on the Point Petition Sheet and submit official transcript(s) from accredited colleges or universities for all prerequisites. See Transcripts and Transfer Credits, Course Equivalency sections. Only the prerequisite courses will be counted in the application GPA.
- SECTION 4:** Submit in **sealed** envelopes Advanced Placement References (two are required to apply). Range of References points is 10 - 18 points. Use form provided and these must be submitted by application close date. Hand deliver to the HP Application Center Drop Box in Bldg. 30 near 1st floor restrooms or by mail in one envelope with work verification forms to Lane Community College, HP Application Center - LPN to RN Application Documentation, 4000 East 30th Avenue, Bldg. 30, Eugene, OR 97405. An applicant with fewer than 10 points will not be eligible to move forward in the application process. Information about points awarded from references will not be made available to students.
- SECTION 4:** Prior College Degree - Applicants who hold a prior degree and have the degree documented on their transcripts will receive the following points. These are the OCNE standard points for prior degrees.
 - Associate Degree or higher 1 point.

***** Discretionary points are subject to change each year. *****

4. **SECTION 5:** Discretionary points at Lane: Items 6-8 below. Up to 14 Discretionary Points are available. Lane is using two points for the grade of A or B in Section 1 of Form 2. Therefore 12 points can be earned in Section 5.
5. **SECTION 5:** Practical Nurse Program points – all applicants must submit a PDF unofficial copy of a transcript that shows their grades earned in an LPN program that qualified them to sit for their LPN licensing exam to Enrollment Services by date of application. Students who attended non accredited institutions should also mail their transcripts to Enrollment Services. If the Grade Point Average earned from LPN course work is a 3.00 or higher the applicant will be eligible to earn 2 points. Graduates of Lane Community College Practical Nursing Program are eligible for an additional 2 points.
6. **SECTION 5:** Grade in Anatomy and Physiology: A maximum of 5 points will be awarded to the grade for BI 231. If the course was repeated the points will be awarded on the most recent grade for that course. Grade of A = 5 points. Grade of B = 3 points. Grade of C = 0 points.
7. **SECTION 5:** Lane County Residence: 2 points - Lane County residency for 90 days prior to applying. Email NursingProgram@lanecc.edu if you do not live in Eugene/Springfield or Florence areas. This will be assessed by the street address of the applicant. No PO Boxes. Make sure address is also listed in Form 2. No other documentation is required. See [Residency rules](#) for Lane Community College.
8. **SECTION 5:** Prerequisite coursework completed at Lane listed on Form 2 Sections 1 and 2 completed at Lane. If 24-35 credits = 1 point and if 36 or more credits = 2 points.
9. **Diversity Course** – 2 points - see [Lane Catalog](#) courses marked with an asterisk *. Graded C or higher. Additional course options include HO 102 Diversity Issues in Health Care. If course not taken at Lane use the [Lane Transfer Tool](#) or email NursingProgram@lanecc.edu with course description for assistance.
10. **Medical Terminology** – 2 points - minimum of two credits. Pass or grade of C or higher. If course not taken at Lane use the [Lane Transfer Tool](#) or contact the [Health Professions Division](#) to request a course evaluation.

Additional Requirements: Points not assigned. SECTION 6

11. **Oregon unencumbered LPN License through the Oregon State Board of Nursing.** Applicants will be required to [submit verification](#). See Form 2. Email PDF provided by the OSBN site with Forms 1 and 2 to HPApplicationCenter@lanecc.edu or separately to same email address – Attention: LPN License Verification for Student Name and L number, before application close date. No points are awarded.
12. **LPN Work Experience – Practice as an LPN. Submit Licensed Practical Nurse work verification form(s) – by mail or in person. Use as many forms as necessary to show a minimum of 500hours as an LPN - required to apply.** Deliver to the HP Application Center Drop Box in Bldg. 30 near 1st floor restrooms or by mail in one envelope with required reference forms to Lane Community College, HP Application Center - LPN to RN Application Documentation, 4000 East 30th Avenue, Bldg. 30, Eugene, OR 97405. Must be received by application close date.