



# North Idaho College

## ASSOCIATE DEGREE NURSING PROGRAM

### LPN to RN Advanced Placement Applicants

#### APPLICATION PACKET FOR ENTRY INTO PROGRAM IN FALL 2019

Information sessions on the admissions process will be held on the following dates. You may select a session from the times listed below. All sessions will be held in Meyer Health & Sciences Building on the NIC Campus.

DAY	DATE	TIME	LOCATION
Thursday	December 6, 2018	1:30 PM	MHS 102
Tuesday	December 18, 2018	1:00 PM	MHS 106

It is the applicant's responsibility to ensure that all required information is submitted and received in the Admissions Office and that documentation of all requirements is included in the application. Applicants may verify documents received by the Admissions Office on their MyNIC account. Once logged into your MyNIC account, at the top of the screen in the **Search** box type '**My Documents**' and find the search result for **My Documents – Admissions**. No verbal or other written verification will be given. No recognition is given for requirements/courses without documentation.

# North Idaho College Associate Degree Nursing Program LPN/Advanced Placement Application Checklist

This sheet is provided for you to ensure that your application is complete. All materials must be in the Admissions Office **no later than 5:00 PM on Thursday, January 24, 2019** unless otherwise indicated.

## Application to North Idaho College Complete Incomplete

- ✓ If you are not an enrolled student at North Idaho College in spring 2019 you must complete an application to NIC.

## Application to the ADN Program (LPN Advanced Placement) Complete Incomplete

- ✓ This application must be complete.

## College Transcripts Complete Incomplete

- ✓ **ALL** official college and military transcripts must be received in the Admissions Office. Please be aware that transcripts are not retained for a long period of time and you may need to reorder transcripts. Only courses that appear on official transcripts at the application deadline will be used to determine points for admission. Applicants using test scores to meet a required course must submit a paper copy of the scores if the course credit does not appear on the transcript. Test scores are valid for two years from the test date.

## Documentation of Practical Nursing License Complete Incomplete

- ✓ Provide a copy of your current, Practical Nursing License valid through the application deadline.

## Nursing Entrance Exam Complete Incomplete

- ✓ TEAS results must be submitted to the Admissions Office for each application period. Applicants may take the TEAS only once each application period. TEAS scores are valid for two years. Applicants who have taken the TEAS-V or VI within the past two years may reuse the scores. **See page 9 for scheduling requirements.**

## Statement from previous nursing school Complete Incomplete

- ✓ Applicants who have attended any nursing program other than NIC must submit a statement regarding eligibility for readmission to each nursing program(s) previously attended. The statement must come from an instructor or administrator of the program(s). If a nursing school statement was submitted with a completed application to an NIC nursing program within the previous two years, that statement may be resubmitted with this application.

## Current Schedule Complete Incomplete

- ✓ Applicants who are enrolled in prerequisite courses in spring 2019 in a school other than North Idaho College must submit a copy of their current schedule and complete the enclosed form titled **Prerequisite Course Information Sheet**. This will validate eligibility to meet prerequisites.

CHECKLIST CONTINUED ON NEXT PAGE

## Completed Courses

Complete  Incomplete

- ✓ Applicants for Advanced Placement into the fall semester of the second year of the Associate Degree Nursing Program must be enrolled in any remaining prerequisites at the application deadline. Additionally, transcripts for all prerequisite courses not completed at NIC must be received in the Admissions office by July 25, 2019.

These prerequisite courses include:

- English 101 (English Composition)
- English 102 (English Composition)
- Biology 227 (Human Anatomy and Physiology I)
- Biology 228 (Human Anatomy and Physiology II)
- Bacteriology 250 (General Microbiology)
- Communications 101 (Public Speaking)
- Psychology 101 (Introduction to Psychology)
- Sociology 101 (Introduction to Sociology)
- One Math course from the Math List for the A.S. Degree (see NIC Catalog)
- **Transition course required during summer for those who are accepted into the program (NURS 196). This will also include clinical rotations as well as documentation of vaccinations and/or additional vaccinations.**

## Documentation of Work Experience

Complete  Incomplete

- ✓ The applicant must document a minimum of 6 months of full-time work experience (or the equivalent in part-time experience of 750 hours) as a LPN in the preceding 3 years. Applicants must submit the *Verification of Work Experience* form with the Admission Packet by January 24, 2019. The applicant will have until March 29, 2019 to complete required hours. If required hours will be completed after January 24, 2019, it is **the applicant's responsibility** to submit supplementary verification of hours completed directly to the Division of Nursing, North Idaho College, by April 1, 2019.

## Documentation of IV Training/Certification

Complete  Incomplete

- ✓ All applicants for advanced placement must have verification of IV certification or documentation of an approved IV course taken within three years of anticipated admission. This may include documentation of IV insertion content in an LPN program. If the applicant doesn't hold an active IV certification, we will also accept a letter from your current employer verifying that your IV skills are active and current.

## IMPORTANT ADDITIONAL INFORMATION:

It is the applicant's responsibility to ensure that all required information is submitted and received in the Admissions Office and that documentation of all requirements is included in the application. Applicants may verify documents received by the Admissions Office on their MyNIC account. Once logged into your MyNIC account, at the top of the screen in the **Search** box type '**My Documents**' and find the search result for **My Documents – Admissions**. No verbal or other written verification will be given. No recognition is given for requirements/courses without documentation.

- It is highly recommended that applicants with transfer credits view their transcript evaluations before the application deadline to assure that they have courses which meet the prerequisite admission requirements for the Associate Degree Nursing Program at North Idaho College. The transcript evaluation may be viewed on the applicant's MyNIC account. Once logged into your MyNIC account, at the top of the screen in the **Search** box type '**Transcript Credits**' and find the search result for **View Transfer Credits**.
- Applicants using AP, CLEP or other test scores for a course to meet a degree requirement must submit a paper copy of the scores if the test score is not listed on the transcript. COMPASS, SAT or ACT Test scores are valid for two years from the test date
- Applicants with two admissions to a Nursing Program at NIC (RN and/or PN) are no longer eligible for consideration for admission.
- **Applicants will be notified of acceptance or denial to program approximately three months after application deadline occurs.**

**Incomplete applications or application materials received after 5:00 PM on January 24, 2019 will not be considered.**

**Remember!**

In addition to this program application, you must also complete the North Idaho College general Application for Admission.

Visit <http://www.nic.edu/apply>  
to apply online or download a printable application, or visit the  
Admissions Office in  
Lee-Kildow Hall.



# NORTH IDAHO COLLEGE

## Application for Admission to the Associate Degree Nursing Program LPN/ADVANCED PLACEMENT APPLICATION Fall 2019

North Idaho College Student Identification Number \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle Preferred Name

Other Names Appearing on Records \_\_\_\_\_

Current Mailing Address \_\_\_\_\_  
Street Address City County State Zip

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-Mail \_\_\_\_\_

Please list **all** colleges attended:

Name of College, Trade School, etc. City & State Dates Attended Grad. Date Degree/#Credit Earned

Name of College, Trade School, etc.	City & State	Dates Attended	Grad. Date	Degree/#Credit Earned

**The Office of Admissions must receive official transcripts by the application deadline.**

Military: Active \_\_\_\_\_ Veteran \_\_\_\_\_ Other \_\_\_\_\_

(DD 214 will be required after initial applicant screening)

### Please read and sign.

- I hereby certify that the information contained in this application is true and complete to the best of my knowledge.
- I understand that any misrepresentation or falsification of information is cause for denial of admission or expulsion from college.
- I understand that upon acceptance into the nursing program, a criminal background check will be required for participation in clinical rotations. Violations which appear on the background check may result in denied access to clinical sites and, therefore, inability to complete the nursing program.
- I understand that a felony conviction may prevent me from obtaining a nursing license.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

**The nursing program is committed to diversity and has a selection process which does not discriminate on the basis of race, color, religion, national origin, sex or age.**

# Prerequisite Course Information Sheet

Students currently enrolled in prerequisite courses at schools **OTHER** than North Idaho College must complete this information sheet. This sheet and documentation of enrollment in the courses listed below must be submitted with the application in order to provide evidence of eligibility.

Name \_\_\_\_\_

Prerequisite course/s I am currently taking:

\_\_\_\_\_  
\_\_\_\_\_

Name of college \_\_\_\_\_

Course/s will be complete on (date) \_\_\_\_\_

The course/s is/are being offered in a \_\_\_\_\_ quarter \_\_\_\_\_ semester system. (Check one)

\_\_\_\_\_  
\_\_\_\_\_

Name of college \_\_\_\_\_

The course/s will be complete on (date) \_\_\_\_\_

The course/s is/are being offered in a \_\_\_\_\_ quarter \_\_\_\_\_ semester system. (Check one)

**Transcripts for all prerequisite courses not completed at NIC must be received in the Admissions office by July 25, 2019**

**North Idaho College  
Associate Degree Nursing Program**

**VERIFICATION OF LPN WORK EXPERIENCE**

**To be completed by the student:**

I hereby give permission for the release of information to the Associate Degree Nursing Program at North Idaho College:

Applicant Name (printed): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**To be completed by the employer:**

Please complete the following information below in regard to this employee.

**After completion please return this form to employee.**

Facility Name: \_\_\_\_\_

Unit Worked/Description of Unit: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_

Total number of hours worked as an LPN at this facility in the preceding 3 years: \_\_\_\_\_

\_\_\_\_\_

Name/Position of individual completing this form: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Phone Number \_\_\_\_\_

Date: \_\_\_\_\_

**Please return this completed form to the NIC Admissions Office with LPN/Advanced Placement Application**



# RN Entrance Exam

## To schedule Test of Essential Academic Skills (TEAS):

1. Turn in completed “LPN/Advanced Placement Nursing Application” sheet to the Admissions Office.
2. **Only individuals who have applied for admission to the nursing program for fall 2019 are eligible to test.**
3. Schedule the exam.
  - A. To schedule the exam at NIC in Coeur d’Alene: Log on to [www.nic.edu/teas](http://www.nic.edu/teas)
  - B. To schedule the exam at an NIC Outreach Center: Log on to [www.nic.edu/teas](http://www.nic.edu/teas) and follow the information for the Outreach Center of your choice.
4. Bring to the testing site on your scheduled day:
  - A. Your picture ID
  - B. A **valid credit/debit card** to pay for the exam (cash or checks are not accepted). **The cost is \$58.**

**Applicants who appear for testing without a picture ID and a valid credit/debit card will not be allowed to test.**

5. It is the applicant’s responsibility to submit an official copy of the test results to the Admissions Office by 5:00 pm on Thursday, January 24, 2019.

### Additional information:

- The TEAS will be administered at the NIC testing center on various dates through the application deadline. It is the applicant’s responsibility to ensure that an official copy of the exam is in the Admissions Office by 5:00 pm on Thursday, January 24, 2019.
- In addition to the NIC testing fee, the applicant is also responsible for all fees assessed by an alternate test site.
- The exam may take up to 4 hours to complete. It may be taken only once each application period. TEAS scores may be used for two consecutive application years. If the TEAS is repeated, the most recent scores will be used for the application. If a TEAS score is to be reused for another application period, it is the applicant’s responsibility to resubmit the scores to the Admissions Office for that application period.
- TEAS VI is the current version that is being offered; however, NIC will accept a previous TEAS V if completed within two years of the application deadline.

**North Idaho College is committed to serving TEAS examinees with documented disabilities by providing reasonable accommodations appropriate to the examinee’s diagnosis and needs. North Idaho College also provides some supports to English Learners, (English as a Second Language, ‘ESL’). In order to be considered for TEAS accommodations, please contact the North Idaho College Disability Support Services (DSS) office at 208-665-4520. The DSS office is located in Seiter Hall, Room 100.**

**North Idaho College**  
**Associate Degree Nursing Program**  
**LPN/Advanced Placement**  
**Point System for Admission for Entry into Fall 2019**

- A. Applicants who have met the following admission requirements for the program and who submit a complete application will be considered (see College Catalog for details on admission requirements).
1. Valid, current Practical Nursing license.
  2. Documentation of IV Certification.
  3. 750 documented hours of experience within the past 3 years as an LPN.
  4. Prerequisite Courses –ENGL 101, ENGL 102, COMM 101, BIOL 227, BIOL 228, BACT 250, PSYC 101, SOC 101, MATH (from A.S. Degree list in NIC Catalog).
  5. Minimum cumulative GPA of 3.0 on completed degree requirements
  6. Minimum grade of C/2.0 must be earned in all required courses.
- B. Within the final acceptance letters, there will be details regarding the mandatory orientation. **Accepted students must appear in person at the Coeur d’Alene campus on the scheduled date and time in order to retain their acceptance status.**
- G. Additional information:
- The minimum GPA of 3.0 for program eligibility will be calculated on degree requirement courses for the A.S. in Nursing which have been completed and appear on the transcript at the application deadline.
  - Applicants using AP, CLEP or other test scores for a course to meet a degree requirement must submit a paper copy of the scores if the test score is not listed on the transcript. COMPASS, SAT or ACT Test scores are valid for two years from the test date.
  - If applicants have more than one course that will meet a degree requirement (i.e. three GEM 5 courses), the course meeting the requirement with the highest grade will be used in point calculation.
  - In the event there are applicants with an equal number of points, and the number of applicants (who are tied) outnumber the remaining open positions in the program, the following system will be used to determine who is selected:
    1. Applicants with an equal number of points (tied) who have provided appropriate documentation of military service will be put at the top of their point category. If there continues to be a tie, then:
    2. GPA, as defined above, will be used to rank the remaining tied applicants. If there still continues to be a tie, then:
    3. A random drawing of all the remaining tied applicants will be held for the final slot/s.

# Associate Degree Nursing

## Point Calculation Worksheet

**To be kept by the applicant for personal use.**

A. GPA

B. Bonus Points

A.S. Degree Requirement	Grade	Bonus Points	GPA	
ENGL 101		<ul style="list-style-type: none"> <li>• Biol-227, Biol-228 &amp; Bact-250 are worth 4 additional bonus points each if completed with a 3.0 or higher (If repeated, average of 2 most recent scores must average 3.0 or higher)</li> <li>• Completion, with C/2.0, of non-prerequisite degree requirements are worth 1 additional point per course</li> </ul>	$\geq 3.7 - 4.00 = 35$ pts	
ENGL 102				
BIOL 227				
BIOL 228				$\geq 3.4 - 3.69 = 25$ pts
BACT 250				$\geq 3.0 - 3.39 = 15$ pts
MATH course meeting A.S. degree requirements				$< 3.0 =$ Ineligible
COMM 101				
PSYC 101				
SOC 101				
GEM 5				
GEM 5				

**Total A** \_\_\_\_\_

**Total B** \_\_\_\_\_

C. Pre-admission Assessment Exam (TEAS-VI). The number for “adjusted individual total” score percentage will be used to determine points as follows:

- 90.6% - 100% = 25 pts
- 78% - 90.5% = 20 pts
- 58.6 – 77.9% = 15 pts
- Below 58.6% = Ineligible

**Total C** \_\_\_\_\_

D. 12 or more credits completed at NIC with C/2.0 = 15 pts  
 6 - 11 credits completed at NIC with C/2.0 = 8 pts

**Total D** \_\_\_\_\_

E. Bachelor’s or higher from accredited institution, recognized by NIC = 10 pts

**Total E** \_\_\_\_\_

**TOTAL A - E** \_\_\_\_\_