



North Idaho College

PRACTICAL NURSING PROGRAM LPN

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 Practical Nursing Program 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.

Practical Nursing Program Application (LPN)

Complete Incomplete

- ✓ This application must be complete.

Official High School Transcript/GED for Dual Enrolled Students

Complete Incomplete

- ✓ If HS program or GED is in progress, then completion of 12 or more college level credits is required. Final HS transcript or GED must be received prior to starting NURS courses.

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 COMPASS, ACT, or SAT scores to meet the English course requirement 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 Medical Terminology course

Complete Incomplete

- ✓ Documentation of successful completion (grade of C/2.0 or better) of an approved medical terminology course of at least 2 semester credits, e.g. CAOT 179 or its equivalent, no more than 7 years old at the time of entry into the nursing program. Medical terminology taken prior to fall semester 2012 does not meet the 7-year eligibility requirement. Documentation must appear on a transcript from an accredited college. If the course is not completed at the time of application, documentation of enrollment in an approved course is required at the application deadline.

Documentation of Certified Nursing Assistant Status

Complete Incomplete

- ✓ A copy of your current Certified Nursing Assistant state certification valid through the application deadline. Certification must be maintained through the first semester of the program. Applicants may have to renew their certification after the application deadline to continue their status through December 2019.

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 7 for scheduling requirements.**

CONTINUED ON NEXT PAGE

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 submitted again 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 all prerequisites. Applicants should keep a copy of this form to remind them of important dates regarding transcript due dates.

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 the Nursing Program at NIC (RN and/or PN) are no longer eligible for consideration for admission. There are no restrictions as to the number of times an applicant may apply.
- **Applicants will be notified of acceptance or denial to program approximately four months after application deadline occurs.**

Incomplete applications or application materials received after 5:00 PM, 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 Practical Nursing Program 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 _____

Education

High School Diploma: yes ___ no ___ GED: yes ___ no ___

Please list **all** Colleges attended:

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 or planning to enroll in prerequisites at schools *OTHER* than North Idaho College must complete this information sheet. This sheet and documentation of enrollment in the prerequisites 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

LPN Entrance Exam

To schedule Test of Essential Academic Skills (TEAS):

1. Turn in completed "Practical Nursing Application" sheet to the Admissions Office.
2. **Only students 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
 - B) To schedule the exam at an NIC Outreach Center: Log on to 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 valid credit/debit card will not be allowed to test.

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 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 test 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 score 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 Practical Nursing Program

Point System for Admission Selection for Entry into Fall 2019

- A. Applicants who have met the following admission requirements for the program and submit a complete application by the application deadline will be considered (see College Catalog for details on admission requirements).
1. Prerequisite Courses – MCTE 102 (formerly MATH-102), CHEM 105 or PHAR 150, PSYC 101, ENGL 101 or 102.
 2. Minimum cumulative GPA of 2.50 calculated on completed degree requirements.
 3. Minimum grade of C/2.0 GPA must be earned in each required course.
 4. A valid Certified Nursing Assistant certification by any U.S. state must be submitted by the application deadline and maintained through the first semester of the program
 5. Have completed an approved Medical Terminology course of at least 2 semester credits with a grade of C/2.0 or higher from an accredited college. Medical Terminology can be no more than 7 years old at the time of entry into the nursing program.
- B. Points will be awarded for grades earned in courses appearing on the official transcript at the application deadline and that meet the requirements for the Practical Nursing Certificate. No points are awarded for the valid CNA license, or Medical Terminology course. The following point system will be used:
- **MCTE 102 (formerly MATH-102), ENGL 101 or 102, PSYC101: A=4, B=3, C/2.0=2, P=3.**
 - **CHEM 105 or PHAR 150, BIOL 175: A=8, B=6, C/2.0=4, P=3**
 - Courses with grades of **P** (pass) or **S** (satisfactory) and courses that have not received a grade due to advance placement will be awarded **3 points**.
 - Courses which have been documented as **waived** do not receive grades or credits and will not be awarded points, but will be accepted as meeting program requirements.
 - If students have completed BIOL 227 and 228 within the last 7 years with a grade of C/2.0 or better, those grades will have a point value of A=4, B=3, C/2.0=2 for each course as a substitute for BIOL 175. BIOL 227 and 228 completed prior to fall 2012 do not meet the 7-year eligibility requirement.
 - **Repeated courses:** the most recent course grade will be used.
 1. Courses which are greater than seven years old can be repeated once for full point value.
 2. **Courses which are less than seven years old, if repeated, will be worth half the full-point value.**
- C. The TEAS will be administered prior to the application deadline. **The total possible points for this exam will be 10.**

- D. **Two points** will be awarded to residents of Idaho's five northern counties (Benewah, Bonner, Boundary, Kootenai and Shoshone). Residency status will be determined by the Admissions Office based on information submitted on the North Idaho College application.
- E. A personal interview will be given for the highest-ranking 30 candidates. The total possible points for this interview will be 20. There will be five categories. If applicant does not meet criteria in one of the five categories, zero points will be awarded for interview component. The nursing department will send out letters to the highest-ranking 30 candidates with instructions on when and where the interviews will be held. Categories of interview will include:
- Professional presentation (business casual attire)
 - Knowledge of nursing
 - Ethics
 - Self-evaluation
 - Communication

F. Additional information:

- The minimum GPA of 2.50 for program eligibility will be calculated on ENGL 101 or 102, MCTE 102 (formerly MATH-102), PSYC 101, CHEM 105 or PHAR 150, and BIOL 175 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.
- In the event that 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.

Practical Nursing Program Point Calculation Worksheet

To be kept by applicant for personal use.

A. Grades

Courses	Grade	Points
ENGL 101 or 102		
CHEM 105 or PHAR 150		
MCTE 102		
PSYC 101		
BIOL 175		

(Prerequisite courses are shaded)

Total A _____

B. Test of Essential Academic Skills (TEAS). The number for “adjusted individual total score” percentage will be used to determine points as follows:

95-100% - 10	70-74% - 5
90-94% - 9	65-69% - 4
85-89% - 8	60-64% - 3
80-84% - 7	55-59% - 2
75-79% - 6	50-54% - 1

Total B _____

C. Residency

County and State of Residence _____ Points _____

Total C _____

TOTAL A+B+C _____