

Washtenaw Community College
Registered Nursing (APNURS)
Fall 2019 Entry (2019-20 Academic Year)

Application Deadline: **Friday, February 8, 2019** (or until all accepted and/or alternate seats are filled)

PROGRAM APPLICATION AND REQUIREMENTS CHECKLIST

WCC Student ID: _____ Date: _____

Last Name: _____ First Name: _____ Middle Name: _____

Former/Previous Names: _____

*Street Address: _____ Apt: _____

City: _____ State: _____ Zip: _____ County: _____

Home Phone: (____) _____ Cell Phone: (____) _____ Work Phone: (____) _____

WCC Email/netID: _____ Other Email: _____

*The contact information provided above MUST match WCC's records. You can confirm and/or change your contact information at any time by logging into your *WCC Gateway* account and clicking on *MyWCC* and then *Personal Information*. Your address MUST match your current "*Basic*" address on record. (Your "*Mailing*" address is NOT sufficient for residency verification.)

Program Description

The WCC Nursing Program prepares students for the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Credit earned in the nursing program can transfer to a BSN completion program. Learning opportunities are in the classroom, simulation lab, clinical setting and community. Students will be prepared to succeed in a dynamic healthcare environment.

Articulation

WCC has articulation agreements with four-year institutions for BSN completion programs. Copies can be obtained from the Counseling Office, a program advisor, or from the Curriculum and Assessment Office website:

<http://www4.wccnet.edu/departments/curriculum/articulation.php?levelone=colleges>

Important Information

The requirements below are based on the academic year stated on the top of this document. Prerequisite and program requirements along with WCC's point system and scales are reviewed annually and subject to change. Students are expected to meet the prerequisite and program requirements of the catalog term for the semester in which they **first begin** the program.

All applicants must have a mandatory meeting with an advisor prior to applying to the program. Students are encouraged to schedule their appointment as soon as possible to ensure availability. Appointments are available beginning in the semester prior to the application deadline. Before the appointment, students must complete the *Mandatory Advising Form*. This form will help prepare students for their advising appointment and ensure a productive meeting.

Admission Process

WCC has a competitive admission process. Applicants are required to meet all admission criteria and will be ranked based on a point system. The best qualified applicants will be selected for admission to the program. Details regarding WCC's

Admission to High Demand Programs policy including priority levels can be found on WCC's website at

<http://www.wccnet.edu/trustees/policies/2005/>. Details regarding WCC's point scales that are used to calculate points can be

found on WCC's Enrollment Steps for Health and Second Tier Program Students website at

<http://www.wccnet.edu/studentconnection/admissions/health-second-program/>.

Applying to the Program

Each year, approximately 100 students are accepted to the program for a Fall and Winter semester start (72 in Fall and 28 in Winter). A formal application to the program is required after the student has been accepted to the school. Completed applications can be submitted anytime during the application window. Students are encouraged to complete required support courses prior to beginning the program. This is a full-time program and no part-time option is available.

Requirement After Acceptance

Upon notification of acceptance in the program, students must purchase an account for a college-designated vendor to obtain a criminal background check and to track their health records. The criminal background check and health records must be submitted to the designated vendor. Specific information on the college-designated vendor and due dates will be included in the program acceptance letter.

Extenuating Application Process

If there are not enough applicants to fill all accepted and/or alternate seats in the program by the initial application deadline, the application will remain available on the website after this deadline until all seats are filled. Once all seats are filled, the application will be removed from the website and applications will no longer be accepted for the current admission cycle.

If the application remains available on the website after the initial application deadline, students who anticipate meeting all program admission requirements by the end of the Winter 2019 semester are encouraged to submit an incomplete application to be considered for an accepted and/or alternate seat on a conditional basis. Students submitting an incomplete application after the initial application deadline will be considered for a seat based on the date the application was received by the Health and Second Tier Admissions Office. If multiple applications are submitted in a day, applicants will be chosen based on a lottery for their position. Please contact the Health and Second Tier Admissions Office for clarification of this process.

Transcripts

Only official transcripts will be evaluated for transfer credit and applied towards your application. If course work (including prerequisites, support courses, and/or other applicable admission requirements/criteria) was completed at multiple institutions, an official transcript must be **received** from each institution. Incoming official transcripts must have appropriate signatures and/or official college seals. **Transcripts must be sent directly to WCC from an issuing institution or sealed if issued to the student.** Official transcripts are not needed for course work completed at WCC. Foreign high school transcripts will **not** be used for validation of course work when high school course work is applicable. For additional details regarding transfer credit and credit for prior learning (including foreign education, portfolio review, AP, CLEP, articulation, military, etc.) please visit WCC's website at <http://www.wccnet.edu/services/transferresources/credittowcc/>. Official transcripts can be submitted in the following ways:

College Transcripts:

In-person: Student Connection (2nd floor, Student Center)
By email: transcripteval@wccnet.edu
By mail: Student Records/Transcript Evaluator
Washtenaw Community College
4800 East Huron River Drive
Ann Arbor, MI 48105

High School Transcripts:

In-person: Student Connection (2nd floor, Student Center)
By email: admissions@wccnet.edu
By mail: Office of Admissions
Washtenaw Community College
4800 East Huron River Drive
Ann Arbor, MI 48105

Course Clarification

All defined courses plus substitutions that are approved by the department prior to the application deadline will be used to meet prerequisite and/or support course requirements. If a course is not clearly stated on your transcript and/or the course cannot be determined an equivalent based on the course description, you must provide a course syllabus for further review by the application deadline. If two (2) or more transfer courses are completed to meet the equivalent of one (1) of WCC's required prerequisite or support courses, students **must** meet the minimum grade requirement in **each** course. **Grades will not be averaged. WCC is not responsible for your application being delayed due to lack of clarification or approval of a substitution.**

Required Checklist

All of the requirements below **must** be successfully completed before submitting an application to the program. All prerequisite courses must be successfully completed with grades posted to your transcript and all required forms and supporting documentation needs to be submitted with your application. **This includes all necessary official transcripts unless previously submitted and received by WCC's Records Office. WCC transcripts are not required.**

___ 1. **Admission to WCC**

An admission application to the school can be submitted on WCC's website at www.wccnet.edu/apply.

___ 2. **Program Prerequisite Courses**

Please indicate how you met each requirement below. Please **list all courses taken** at WCC and/or any previous schools if you believe it can fulfill the requirement and meets the minimum grade requirement.

___ a. **MTH 160 (Basic Statistics) or MTH 167* (Math Applications for Health Sciences) or any Academic Math Level 4** or higher level course with a minimum grade of C/2.0.**

- *Level I Prereqs (MTH 160, 167): Academic Reading and Writing Levels of 6; Academic Math Level of 3****

School	Subject	Course	Grade or GPA	Credits	WCC Equivalent (if applicable)
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*Only if taken Winter 2017 or earlier. Does not meet MTA for students who are considering transferring. Please be aware that beginning with the application to the Fall 2020 semester, MTH 167 will no longer meet the admission requirement.

** MTH 176 (College Algebra) or higher

*** Academic Math Levels 1-3 expire to level 0 two years after the calculation date (the date of testing, the date the student's WCC Math Level was established based on an outside assessment, or based on successful course completion). Math Levels 4-7 do not expire. **Students should meet with an advisor/counselor to discuss the timing of math courses.**

___ b. **BIO 111* (Anatomy & Physiology – Normal Structure and Function) with a minimum grade of B-/2.7**

- *Level I Prereqs (BIO 111): Academic Reading and Writing Levels of 6; high school chemistry or CEM 101 and high school biology or BIO 101 or BIO 102 or BIO 161 or BIO 162; minimum grade C/2.0 in all BIO, CEM, and high school requirements*

School	Subject	Course	Grade or GPA	Credits	WCC Equivalent (if applicable)
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*Student's may use multiple courses and labs to meet requirement. If taken between multiple schools, a substitution must be submitted by the department.

___ c. **COM 101 (Fundamentals of Speaking) or COM 102 (Interpersonal Communication) or COM 200 (Family Communication) with a minimum grade of C/2.0**

- *Level I Prereqs (all COM courses): Academic Reading and Writing Levels of 6*

School	Subject	Course	Grade or GPA	Credits	WCC Equivalent (if applicable)

___ d. **ENG 111* (Composition I) with a minimum grade of C/2.0**

- *Level I Prereqs (ENG 111): Academic Reading and Writing Levels of 6*

School	Subject	Course	Grade or GPA	Credits	WCC Equivalent (if applicable)

*ENG 226 or other substitutions may be noted in DegreeWorks.

___ 3. **Minimum Cumulative College GPA of 2.7**

The total cumulative GPA of all schools that provide a required program prerequisite course will be included in the calculation. Please indicate below the cumulative transcript totals from all schools where any prerequisite courses were taken.

School	Total Quality Points	Total Credits	Cumulative GPA

___ 4. **Current or Expired Certified Nurse Aide (CNA) Certification from the State of Michigan*.**

Students can substitute an LPN License to meet this requirement. No other substitutions or exemptions will be made including a Medical Assisting Certification, EMT, and Paramedic Licenses. You must include one of the following:

- ___ Michigan State CNA Certification or LPN License
- ___ Verification of CNA Credentials from the Nurse Aide Registry on Prometric's website at: <https://www.prometric.com/en-us/clients/Nurseaide/Pages/registry-services.aspx>.
- ___ Clinical and Knowledge test results from the Michigan State CNA Exam showing both sections passed

*Students must successfully complete a state approved training program before they will be eligible to sit for the Michigan State CNA certification examination. WCC's State approved training program is **HSC 100 (Basic Nursing Assistant Skills)**. WCC is also an official CNA testing site for the State of Michigan.

NOTE: Students have 24 months from the time that they complete CNA training to take the Michigan State certification examination (as of June 2018). Students with general information questions should contact Prometric.

- ___ 5. Pass the current version of TEAS* by achieving the following minimum scores:
 Reading = 70%; Mathematics = 60%; Science = 45%; English and Language Usage = 60%
 Students will be allowed a **maximum of three (3) attempts within five (5) years at WCC** to take and achieve the minimum scores required. If repeated test attempts are needed to meet the required scores, the highest subject score from each attempt will be applied towards the prerequisite requirement. Please **list all scores** you believe can fulfill the minimum score requirement in each of the four subjects.

Testing Center	Date	Subject	Score	Testing Center	Date	Subject	Score

*TEAS, or the Test of Essential Academic Skills, is a product of ATI (Assessment Technologies Institute). It is a standardized test measuring the four content areas listed above. For more information regarding what each section covers, preparatory materials, pricing, sending transcripts, dates and times the test will be proctored on WCC's campus, and how to schedule the exam at WCC, please visit WCC's website at <http://nursing.wccnet.edu/teas/>.

Note: Please be aware that **beginning with the application to the Fall 2020 semester**, TEAS scores must have a test date within five (5) years of the application deadline to be counted and applied towards meeting admission requirements.

- ___ 6. Program Application and Requirements Checklist (this form)
- ___ 7. Mandatory Advising Form
- ___ 8. Communication Acknowledgement Form
- ___ 9. Additional Information Form
- ___ 10. Abilities Statement
- ___ 11. Residency Verification
 For more information on WCC's policies and procedures regarding residency or to learn of additional documentation that can be submitted to verify residency, please visit WCC's website at www.wccnet.edu/residency. **The student's residency status may be updated accordingly based on the documentation submitted.**
 ___ Include a copy of the front and back of your Driver's License or State ID Card.

Optional Checklist

The items below are **not required to apply** to the program. However, by successfully completing and/or meeting these items by the application deadline, you can earn additional points which could give you a more competitive edge. **Please remember official transcripts must be submitted to verify these requirements unless previously submitted and received by WCC's Records Office. WCC transcripts are not required.**

- ___ 1. Support Courses
 Please indicate how you met each requirement below. Please **list all courses taken** at WCC and/or any previous schools if you believe it can fulfill the requirement and meets the minimum grade requirement.

PROGRAM APPLICATION AND REQUIREMENTS CHECKLIST continued for APNURS Fall 2019 (2019-20 Academic Year)

___ a. **BIO 147* (Hospital Microbiology) with a minimum grade of C/2.0**

- Level I Prereqs (BIO 147): Academic Reading and Writing Levels of 6;
- Level I Prereqs (BIO 237): Academic Reading and Writing Levels of 6; BIO 101, BIO 111, BIO 161, or BIO 162, minimum grade C/2.0

School	Subject	Course	Grade or GPA	Credits	WCC Equivalent (if applicable)
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*If you are planning to pursue a BSN degree, it is strongly recommended that you take BIO 237 (Microbiology). BIO 147 will not transfer to a four-year university. BIO 237 may be substituted and noted in DegreeWorks.

___ b. **BIO 212 (Pathophysiology: Alterations in Structure and Function) with a minimum grade of C/2.0**

- Level I Prereqs (BIO 212): Academic Reading and Writing Levels of 6; BIO 111 minimum grade B-/2.7 and BIO 147 or BIO 237, minimum grade C-/1.7; BIO 147 or BIO 237 may enroll concurrently

School	Subject	Course	Grade or GPA	Credits	WCC Equivalent (if applicable)
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___ c. **PHL 244 (Ethical and Legal Issues in Health Care) with a minimum grade of C/2.0**

- Level I Prereqs (PHL 244): Academic Reading and Writing Levels of 6

School	Subject	Course	Grade or GPA	Credits	WCC Equivalent (if applicable)
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___ d. **PSY 206* (Life Span Developmental Psychology) with a minimum grade of C/2.0**

- Level I Prereqs (PSY 206): Academic Reading and Writing Levels of 6;

School	Subject	Course	Grade or GPA	Credits	WCC Equivalent (if applicable)
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*PSY 100 (Introduction to Psychology) AND HSC 147 (Growth and Development) may be substituted and noted in DegreeWorks. Meets MTA.

___ e. **NUR 115* (Pharmacology) minimum grade of C+/2.3**

- Level I Prereqs: Academic Reading and Writing Levels of 6; BIO 111 minimum grade B-/2.7; BIO 212 minimum grade C/2.0, may enroll concurrently; BIO 147 or BIO 237 minimum grade C/2.0, may enroll concurrently; and MTH 160 or MTH 167 minimum grade C/2.0 or Academic Math Level of 3

School	Subject	Course	Grade or GPA	Credits	WCC Equivalent (if applicable)
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*If taken at another school within previous 2-3 years, you may check with the Nursing Department for a possible substitution.

- ___ 2. **Veteran Status**
 ___ Include form DD-214 to verify status.
- ___ 3. **Associate Degree or Higher Degree from an Accredited U.S. College or University**
 Students with foreign education credentials evaluated through a member of (NACES) National Association of Credential Evaluation Services, Inc, (e.g. ECE or WES), may also be eligible if an equivalent degree can be verified. Students must submit official transcripts with posted degree.
 School: _____ Degree: _____ Graduation Date: _____
- ___ 4. **Alternate Candidate Status**
 Students who made alternate candidate status and did not make admission to the program based on a previous application will be awarded additional points. Students will only be awarded points for this status under WCC's competitive admission process and not the old waitlist process.
 Previous semester(s) given Alternate Candidate status: _____

Entrance Requirements Upon Acceptance

1. Mandatory attendance at the new student orientation session upon acceptance into the program. Students who do not make admission but are given alternate candidate status will be required to attend orientation to be eligible to move to accepted status if a seat becomes available.
2. Upon acceptance, students are required to submit health records, undergo drug screening and criminal background checks using the college-designated vendor. The health records below must be completed between specific dates and submitted to the vendor by the required deadline to begin the program. Detailed information will be provided in the official acceptance letters. Students who do not make admission but are given alternate candidate status will be provided with this same information and must meet the same requirements to be eligible to move to accepted status if a seat becomes available. **Please DO NOT complete the requirements below until AFTER you have been provided with the necessary details. (Documentation submitted with your application will not be reviewed.)**
 - a. Submit a completed Report of Medical History form (physical examination by licensed physician)
 - b. Submit proof of a negative TB skin test
 - c. Submit proof of a current vaccination record (you may be asked to update vaccines)
 - d. Submit proof of a current Flu vaccine
 - e. Submit proof of current health insurance (health insurance must remain active throughout the entire program)
 - f. Submit a current certification in BLS/CPR with First Aid for the professional
 - i. Certification must be from AHA (American Heart Association) or American Red Cross only. No other organizations will be accepted.
 - ii. Students can obtain CPR/AED/First Aid certification by completing HSC 131 (CPR/AED for the Professional Rescuer and First Aid) at WCC.
3. Students who fail to comply or meet the above requirements will forfeit their seat in the program.

Continuing Eligibility Requirements

1. Additional criminal background checks may be conducted at any time during the program. Students may be required to have drug testing as well as additional criminal background checks and/or fingerprinting prior to the start of a clinical sequence as requested by specific clinical facilities. Failure to receive an acceptable drug test and/or criminal background/fingerprinting check at any time, will result in dismissal from the program.
2. Students will be required to submit health records annually while in the program.
3. Students in the Nursing program will be required to purchase special uniforms and supplies throughout the duration of the program.
4. Students are required to adhere to rules of the American Nursing Association (ANA) Nursing Code of Ethics.
5. Students should be aware that the Michigan Board of Nursing may deny a license to an applicant who has been convicted of a crime or is addicted to drugs or alcohol.
6. All Registered Nursing (NUR) courses must be completed with a minimum grade of C+/2.3 and all support courses to the program must be completed with a minimum grade of C/2.0 unless otherwise specified.
7. Students who are dismissed from the program may not be eligible to reapply to the program.

Submitting Applications

Program applications along with all documentation needed to verify completion of requirements can be submitted in one of the ways listed below. Applications must be **received** by WCC's Health and Second Tier Admissions Office on or prior to the application deadline. Approximately 1-2 business days after an application is received, an email confirmation is sent to the students WCC email.

- In-person: Submit to Student Connection (2nd floor, Student Center)
- By email*: Send to healthadmissions@wccnet.edu
- By fax*: (734) 677-5408
- By mail**: Health and Second Tier Admissions Office
Washtenaw Community College
4800 E Huron River Dr
Ann Arbor, MI 48105

**We recommend calling to confirm legibility of documents if faxing or emailing. If requested, original documents must be submitted to complete your application.*

***We recommend tracking your application if sending by mail.*

Students with questions or concerns regarding WCC's competitive admission process or submitting an application to the program should contact the Health and Second Tier Admissions Office.

I have successfully completed **all required** checklist items and I have included all documentation needed to verify these requirements.

Printed Name: _____

Student ID: _____

Signature: _____

Date: _____

Washtenaw Community College
Registered Nursing (APNURS)
Fall 2019 Entry (2019-20 Academic Year)
PRE-ADVISING CHECKLIST

Students must meet with an advisor for guidance on selection of your prerequisite and support courses to optimize your application. Before attending your advising appointment, please complete the checklists below. These checklists will prepare you for your appointment and ensure a productive meeting.

Appointments should be scheduled no earlier than the semester prior to the application deadline. To ensure availability of an appointment, we encourage students to schedule their appointments as soon as possible. **Please call (734) 677-5102 and press 0 to request your "Mandatory Nursing Advising" appointment (online scheduling unavailable).**

Student's Name: _____ **Student ID:** _____

COMPLETE PRIOR TO ADVISING APPOINTMENT:

- Submit **official** transcripts and test scores including:
 - College/university transcripts (foreign transcripts must be evaluated by an evaluation service as stated on WCC's website)
 - High school transcripts
 - AP, CLEP, ACT/SAT Scores
 - Documentation for Articulation Credit

- Review WCC's Application and Competitive Admission Process by visiting WCC's Enrollment Steps for Health and Second Tier Program Students website at <http://www.wccnet.edu/studentconnection/admissions/health-second-program/>.
 - Reviewed the *Point Scales for All Programs* to learn how points are calculated and how students are chosen for a seat in the program.
 - Downloaded and read through the entire program application packet.
 - List questions in the box below regarding the application and admission process that need to be discussed with your advisor.

BRING TO ADVISING APPOINTMENT:

- Completed** Registered Nursing program application packet
 - All requested details must be filled in under the "Required" and "Optional" checklists.
 - All pages/forms of the application packet must be checked-off or initialed, and all forms must be signed and dated (with the exception of the *Mandatory Advising Form* as this will be completed with the guidance of your advisor)

- Copies of your transcripts and test scores if any applicable credit has not been posted to your WCC transcript.

- Copy of your Driver's License, State ID Card, or other acceptable documentation as stated on WCC's website to verify residency status.

- Copy of your CNA Certification, Verification of your CNA credentials from Prometrics website, Passing Clinical and Knowledge CNA Exam results, or LPN License

- All** TEAS Scores → Login to your ATI account and print all subject scores from all TEAS tests taken.

- Copy of your Form DD-214 if you are a veteran.

Washtenaw Community College
Registered Nursing (APNURS)
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MANDATORY ADVISING FORM

Please complete the form below with the guidance of your advisor at your mandatory appointment. You must meet all "required" checklist items and have an advisor sign-off on this form before you will be eligible to apply to the program.

SECTION I: TO BE COMPLETED BY STUDENT WITH GUIDANCE FROM ADVISOR

STUDENT'S NAME: _____ STUDENT ID: _____

Have you previously applied to WCC's Nursing program? (circle one) **NO** **YES** If yes, semester(s) applied: _____

REQUIRED CHECKLIST (Program Prerequisites):

MTH 160, MTH 167 (if taken Winter 2017 or earlier), or any Academic Math Level 4 Course or higher with a minimum grade of C/2.0

School	Subject	Course	Grade or GPA	Credits	WCC Equivalency (if applicable)
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BIO 111 with a minimum grade of B-/2.7

School	Subject	Course	Grade or GPA	Credits	WCC Equivalency (if applicable)
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COM 101, COM 102, or COM 200 with a minimum grade of C/2.0

School	Subject	Course	Grade or GPA	Credits	WCC Equivalency (if applicable)
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ENG 111 with a minimum grade of C/2.0

School	Subject	Course	Grade or GPA	Credits	WCC Equivalency (if applicable)
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Minimum Cumulative College GPA of 2.7 (list all schools where any MTH, BIO, COM, and ENG prerequisite courses were taken)

Total Cumulative College GPA (all schools): _____

School	Overall Cumulative Quality Points	÷	Overall Cumulative Credits	=	Overall Cumulative GPA
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Current version ATI-TEAS Test → AVERAGE TEAS SCORE: _____

Reading Score (70%) _____ Test Date: _____ Mathematics Score (60%) _____ Test Date: _____

Science Score (45%) _____ Test Date: _____ English Score (60%) _____ Test Date: _____

Current or Expired Certified Nurse Aide (CNA) Certification in the State of Michigan → EXPIRATION DATE: _____

___ MI CNA Certificate ___ Prometric Test Results (Passed Knowledge & Clinical) ___ Nurse Aide Registry Confirmation ___ LPN License

OPTIONAL CHECKLIST (Support Courses):

BIO 147 with a minimum grade of C/2.0

School	Subject	Course	Grade or GPA	Credits	WCC Equivalency (if applicable)
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BIO 212 with a minimum grade of C/2.0

School	Subject	Course	Grade or GPA	Credits	WCC Equivalency (if applicable)
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MANDATORY ADVISING FORM continued for APNURS Fall 2019 (2019-20 Academic Year)

PSY 206 with a minimum grade of C/2.0

School	Subject	Course	Grade or GPA	Credits	WCC Equivalency (if applicable)
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PHL 244 with a minimum grade of C/2.0

School	Subject	Course	Grade or GPA	Credits	WCC Equivalency (if applicable)
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NUR 115 with a minimum grade of C+/2.3

School	Subject	Course	Grade or GPA	Credits	WCC Equivalency (if applicable)
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ADDITIONAL ITEMS THAT CONTRIBUTE TO POINTS:

Residency Verification → Driver's License State ID Card Other Docs Residency Status: _____

Veteran Status → Form DD-214

Associate Degree or Higher Degree from an Accredited U.S. College or University

School: _____ Degree: _____ Graduation Date: _____

Alternate Candidate → Previous semester(s) given Alternate Candidate status: _____

Please read the statements listed below and initial each statement to show you understand them:

_____ I have met with an advisor and discussed the admission/program requirements along with WCC's competitive admission process.

_____ I have discussed a plan for meeting any necessary requirements with my advisor including my next steps should I not get accepted.

_____ I understand my advisor will help guide me through this selection process. However, I understand that if I have completed multiple courses which would satisfy any single requirement above, I take full responsibility for making the final selection of the course I wish to use towards my application which may affect my application points.

_____ I understand the WCC GPA scale and details on how certain items are calculated are in the ***Point Scales for All Programs*** document located on WCC's Enrollment Steps for Health and Second Tier Program Students website at <http://www.wccnet.edu/studentconnection/admissions/health-second-program/>.

Signature: _____ Date: _____

SECTION II: TO BE COMPLETED BY ADVISOR

Printed Name: _____ Email: _____ Extension: _____

I have met with this student and reviewed their application with them. The student appears to meet all minimum admission requirements for the program.

Signature: _____ Date: _____

Advisor Notes:

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COMMUNICATION ACKNOWLEDGEMENT FORM

WCC sends **all communications** regarding a student's Health and Second Tier Admissions Application Status, beginning with the application process through the admission process, directly to the WCC student email address **ONLY**. Therefore, it is extremely important that students check their WCC student email on a regular basis so they do not jeopardize their status. WCC assumes that any information sent to a student's WCC email has been received and reviewed by the student. Please complete this form to confirm acknowledgement of this information.

Please **carefully read** the statements below and **initial EACH ONE** to confirm you understand and acknowledge:

- _____ 1. I understand that from this point on, all future communication regarding my status will be sent directly to my **WCC student email address ONLY**.
- _____ 2. I agree to check my student email on a regular basis and review all information sent by the Health and Second Tier Admissions Office so I do not jeopardize my status.
- _____ 3. I understand that even though all communication will be sent to my student email address, WCC will occasionally send communications by mail.
- _____ 4. I understand that if my address on record is inactivated due to returned mail by the Post Office, WCC will inform me through my student email and I will be given a deadline by which I must update my address in order to maintain my status.
- _____ 5. I understand that if WCC is unable to contact me regarding my status and/or I fail to call/respond to any contacts made by the Health and Second Tier Admissions Office regarding my status, **my application will be closed**.
- _____ 6. I agree to keep all my contact information updated and current in the College system (including addresses, emails, and phone numbers). I understand that my contact information can be updated at any time through my *WCC Gateway* account by clicking on *MyWCC* and then *Personal Information*. Or, I may update this information at Student Connection located on the 2nd floor of the Student Center Building or by calling (734) 973-3543.

I have read, understand, and initialed **all** of the above statements.

Printed Name: _____

Student ID: _____

Signature: _____

Date: _____

Washtenaw Community College
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ADDITIONAL INFORMATION FORM

The additional information below is important and pertains to the program. **Please carefully read the statements below and initial each one to show you understand them.**

- _____ 1. I understand admission to this program is based on WCC's *Admission to High Demand Programs* policy.
- _____ a. I have read the ***Admission to High Demand Programs*** policy on WCC's website at <http://www.wccnet.edu/trustees/policies/2005/>.
- _____ b. I have reviewed the competitive admission process ***Point Scales for All Programs*** on WCC's Enrollment Steps for Health and Second Tier Program Students website at <http://www.wccnet.edu/studentconnection/admissions/health-second-program/>.
- _____ c. I have had all my questions and/or concerns pertaining to WCC's competitive admission process answered by the Health and Second Tier Admissions Office.
- _____ 2. I understand admission requirements/criteria and program requirements (including courses, minimum grade, and GPA requirements) along with WCC's point system and scales are reviewed annually and subject to change.
- _____ a. I understand I am expected to meet all admission requirements/criteria for the semester(s) for which I apply, and if offered admission, I must meet all program requirements based on the catalog term of when I first begin the program.
- _____ 3. I understand students are sent an email upon receipt of their program application as confirmation their application was received. However, I understand that it may take anywhere from 2 weeks to 6 months before my application will be reviewed and processed depending on the time of year and the number of health applications submitted at that given time. And, that applications are reviewed in the order they are received with consideration to all health program application deadlines and class determination dates.
- _____ a. I understand that after my application is reviewed, and if it is determined that I meet all minimum admission requirements to be considered for admission to the program during this admission cycle, I will be notified by email. However, I understand that all optional items completed to earn additional points towards my application will not be reviewed or processed until after the application deadline.
- _____ 4. I understand that after WCC has reviewed and processed all applications for this cycle, the class will be determined and the communications below will be sent depending on my status.
- _____ a. I understand that if accepted or given alternate candidate status in the program, I will be sent an official letter by email and mail. In this letter/email, I will be notified of the date, time, and location of the mandatory orientation session along with other important deadlines and dates. In addition, I will be provided with details regarding the purchase of an account through the college-designated vendor for obtaining criminal background checks and submitting and tracking my health records for maintaining my status in the program.
- _____ i. I understand an alternate candidate should be prepared to take the place of any accepted student who is unable to start the program. And, to be eligible to move into the program if a seat becomes available, I must maintain my alternate status by meeting the requirements outlined in my official letter/email. I understand that if I maintain my status, I will remain an alternate for this admission cycle through the start of the semester. And, if a seat opens in the meantime, I will be accepted and informed by email.

ADDITIONAL INFORMATION FORM continued for APNURS Fall 2019 (2019-20 Academic Year)

- _____ ii. I understand as an alternate candidate, if I am **not** offered admission to the program prior to the start of the semester or I do not meet requirements needed to maintain my status, **my application will be closed**.

- _____ b. I understand that if I am **not** accepted or given alternate candidate status in the program, I will be notified by email. And, at that time, my application will remain open through the start of the semester. I understand that in the event that the alternate candidate list is exhausted, there is a chance I will be called into the program. However, I understand **my application will be closed** after the semester begins.

- _____ i. I understand WCC strongly recommends that I meet with the Health Programs Counselor for advising to discuss ways to make my application more competitive.

- _____ 5. I understand that program applications are semester specific and only valid for the semester for which I applied. And, that if my application is closed for any reason and I wish to be reconsidered for admission to the program, I must meet current admission requirements and submit a new program application.

I have read and initialed all statements listed above showing I understand them.

Printed Name: _____ Student ID: _____

Signature: _____ Date: _____

Washtenaw Community College
Registered Nursing (APNURS)
Fall 2019 Entry (2019-20 Academic Year)
ABILITIES STATEMENT

Admission into the Registered Nursing program is contingent upon students declaring that they have specific physical and cognitive abilities. These requirements are detailed below. WCC reserves the right to request that students successfully demonstrate the specific physical and cognitive abilities related to the Nursing Program.

Abilities Necessary for Attainment of Core Competencies in the Nursing Program

The student MUST be able to:

1. Speak clearly in order to communicate with patients, families, health care team members, peers, and faculty.
2. Stand and walk for six (6) to ten (10) hours per day.
3. Bend, squat, and kneel.
4. Possess sufficient strength to push/pull objects more than fifty (50) pounds and to transfer objects of more than one-hundred (100) pounds.
5. Perform CPR, i.e. move above patient to compress chest and manually ventilate patient.
6. Work with arms fully extended overhead.
7. Possess manual dexterity, i.e. use hands for grasping, pushing, pulling, and other fine motor manipulation, including legible writing and typing.
8. Demonstrate eye-hand coordination and arm-hand steadiness for manipulation of equipment, i.e. syringes, procedures.
9. Possess tactile ability to differentiate changes in sensation as part of the patient assessment.
10. Possess auditory acuity to note slight changes in the patient's condition, i.e. lung sounds, bowel sounds, vital signs, etc.
11. Possess auditory acuity to hear patient's calls for assistance without facing the patient.
12. Possess auditory acuity to interpret various equipment signals and alarms and use the telephone.
13. Possess visual acuity to read and distinguish colors, to read handwritten orders and other handwritten or printed patient data, i.e. medical records, medication labels.
14. Possess visual acuity to clearly see and read electronic monitors, syringes, and scales in order to correctly interpret data.
15. Concentrate on details with moderate amount of interruptions, such as patient requests, IV pumps/alarms, calculating drug dosages, etc.
16. Attend to tasks/functions for periods up to sixty (60) minutes in length and to attend to tasks/functions for periods exceeding sixty (60) minutes in length.
17. Possess sufficient emotional control to exercise independent judgment and discretion to ensure patient safety.
18. Understand and relate to specific ideas, concepts, and theories generated and simultaneously discussed.
19. Remember tasks and assignments given to self and others over both short and long periods of time.

I have read these statements and believe I meet the above requirements.

Printed Name: _____

Student ID: _____

Signature: _____

Date: _____

Washtenaw Community College
Registered Nursing (APNURS)
Fall 2019 Entry (2019-20 Academic Year)
COURSE SEQUENCE

The Registered Nursing (NURS) courses will span over four (4) semesters and are sequential and complemented with required support courses, which fulfill the general education associate degree requirements at WCC. Students are encouraged to take all support courses (*) before they begin the program. Support courses (*) may be taken prior to the scheduled semester, but **no later than** the scheduled semester below. All Nursing (NUR) courses must be taken in the scheduled semester below. This is a full-time program and no part-time option is available.

Students should meet with an advisor/counselor to discuss the timing and selection of prerequisite and support courses and if considering continuing your education to earn a Bachelor of Science degree in Nursing (BSN).

Support courses (italics) must be successfully completed with a minimum grade of C/2.0 and Nursing (NUR) courses must be successfully completed with a minimum grade of C+/2.3 unless otherwise specified. (All grades are based on a 4.0 GPA scale)

Major/Area Requirements (Required to Apply and/or Start Program)		15-17 credits
BIO 111	Anatomy and Physiology – Normal Structure and Function	5 credits
ENG 111	Composition I	4 credits
COM 101 or COM 102 or COM 200	Fundamentals of Speaking Interpersonal Communication Family Communication	3 credits
MTH 160 or MTH 167 or or	Basic Statistics Math Applications for Health Sciences (if completed Winter 2017 or earlier)* Any Math Level 4 or Higher Course	3-5 credits
Semester 1		16 credits
BIO 147	<i>Hospital Microbiology**</i>	1 credit
BIO 212	<i>Pathophysiology: Alterations in Structure and Function</i>	4 credits
NUR 115	<i>Pharmacology***</i>	3 credits
NUR 108	Nursing Concepts I	8 credits
Semester 2		12 credits
PSY 206	<i>Life Span Developmental Psychology****</i>	4 credits
NUR 128	Nursing Concepts II	8 credits
Semester 3		11 credits
PHL 244	<i>Ethical and Legal Issues in Health Care</i>	3 credits
NUR 138	Nursing Concepts III	8 credits
Semester 4		8 credits
NUR 248	Nursing Concepts IV	5 credits
NUR 258	Nursing Concepts Synthesis	3 credits
TOTAL CREDITS REQUIRED FOR PROGRAM		62-64 CREDITS

*Does not meet MTA requirements. Effective Fall 2020, MTH 167 will no longer meet the admission and graduation requirement.

**If you are planning to pursue a BSN degree, it is strongly recommended that you take BIO 237 (Microbiology) in place of BIO 147. BIO 147 will not transfer to a four-year university.

***NUR 115 is both a support course (can be taken prior to admissions) and a Nursing course (must complete with a minimum grade of C+/2.3).

****PSY 100 and HSC 147 may be substituted. Meets MTA.

Washtenaw Community College
Registered Nursing (APNURS)
Fall 2019 Entry (2019-20 Academic Year)
ESTIMATED COSTS

Tuition rates and fees listed below are estimates based on the 2018-2019 academic year and are only valid through the Spring/Summer 2019 semester. If a change is made in the tuition rates and/or fees for any future semester, these changes would go into effect beginning in the fall semester of each year. To view the current tuition rates and fees, please visit WCC's website at <http://www.wccnet.edu/studentconnection/tuition/>. **All fees below are estimates and subject to change.**

TUITION & COLLEGE FEES (includes \$10 enrollment/technology fee per credit hour)	COST
62 - 64 credits @ \$105 (<i>in-district rates</i>)	\$6,510 - \$6,720
62 - 64 credits @ \$171 (<i>out-district rates</i>)	\$10,602 - \$10,944
62 - 64 credits @ \$230 (<i>out-state rates</i>)	\$14,260 - \$14,720
62 - 64 credits @ \$268 (<i>international rates</i>)	\$16,616 - \$17,152
Contact Hour Fee (labs & clinicals)	\$2,250
Graduation Fee (cap & gown)	\$45

PROGRAM FEES	COST
Physical Exam (including lab tests & immunizations)	\$150 - \$250
CPR Certification (based on taking WCC's HSC 131 Course) (Includes tuition for 1 credit hour & \$35 Red Cross CPR Card Fee) in-district = \$140; out-district = \$206; out-state = \$265; international = \$303	\$140 - \$303
Vendor Fee for Background Checks & Healthcare Data	\$80 - \$100
Required Text Books & Course Packs	\$2,000
Additional Equipment (<i>Stethoscope, scissors, penlight, watch with sweep second hand, pocket calculator, approved medical dictionary – Taber's, Mosby, etc...</i>)	\$100
Uniform Costs (<i>3 sets, shoes, etc...</i>)	\$300
WCC Patches/Name Badges	\$10
Graduate Pin	\$200
Pinning Ceremony Fees	\$25
NCLEX Review Materials	\$300
Pre-Licensure Fingerprinting Costs	\$75
Licensure – NCLEX Examination & License Fee	\$254

ADDITIONAL COSTS TO CONSIDER	COST
Student Health Insurance	
Transportation to and from campus and clinical sites (<i>Transportation to campus 3-5 days/week and to hospitals 1-4 days/week</i>)	
Parking fees for clinical sites	
Lunches at clinical sites	
Supplies: incidentals for Nursing Lab, notebooks, paper, pens, pencils, class picture, class pin, etc...	
Childcare	

TOTAL COSTS* (tuition & college fees + program fees based on residency status)	COST
In-District Residents	\$12,439 - \$12,769
Out-District Residents	\$16,597 - \$17,059
Out-State Residents	\$20,314 - \$20,835
International Residents	\$22,708 - \$23,364

*Total cost does not include "Additional Costs to Consider".

Washtenaw Community College
Registered Nursing (APNURS)
Fall 2019 Entry (2019-20 Academic Year)
CONTACT INFORMATION AND ACCREDITATIONS

Accreditation and helpful contact information is provide below.

Health Programs at WCC

Website: <http://health.wccnet.edu>

Health and Second Tier Admissions

Phone: (734) 973-3596 or (734) 477-8998

Email: healthadmissions@wccnet.edu

Website:

<http://www.wccnet.edu/studentconnection/admissions/health-second-program/>

Student Connection

Phone: (734) 973-3543

Email: studrec@wccnet.edu

Transcript Evaluation

Phone: (734) 973-3590 or (734) 477-8969

Email: transcripteval@wccnet.edu

Website: www.wccnet.edu/transfer

Financial Aid

Phone: (734) 973-3523

Email: finaid@wccnet.edu

Counseling/Advising Department

(Schedule mandatory advising appointments)

Phone: (734) 677-5102 – press 0

WCC Campus Map & Driving Directions

Website: www.wccnet.edu/about-us/visiting

WCC Room Locator

Website: www.wccnet.edu/about-us/room-locator

Regular Office Hours (Student Services)

Monday - Thursday: 8:00am – 7:00pm

Friday: 8:00am – 5:00pm

Saturday: 9:00am – 1:00pm

**The Higher Learning Commission of the
North Central Association**

(Institution Accreditation)

230 N LaSalle St, Ste 7-500

Chicago, IL 60604

Phone: (312) 263-0456

Website: www.ncahlc.org

Kaplan

NIT Student Support Line: (877) 572-8457

Theresa Bucy

Nursing Department Chair

Phone: (734) 677-5015

Email: tbucy@wccnet.edu

Sue Travis & Karolyn Lehn

Health Program Advisors

Phone: (734) 973-3358 – by appointment only

Emails: stravis@wccnet.edu or klehrn@wccnet.edu

Secretary, School of Nursing & Health Sciences

Phone: (734) 677-5182

Scheduling TEAS Testing at WCC

Website: <http://nursing.wccnet.edu/teas/>

Assessment Technologies Institute (ATI)

Phone: (800) 667-7531

Website: www.atitesting.com

Schedule State CNA Testing at WCC

Phone: (734) 477-8977

Email: mharriso@wccnet.edu

National Council of State Boards of Nursing (NCSBN)

111 E Wacker Dr, Ste 2900

Chicago, IL 60601

Phone: (312) 525-3600

Website: www.ncsbn.org

Accreditation Commission for Education in Nursing (ACEN)

(Program Accreditation)

3343 Peachtree Rd NE, Ste 850

Atlanta, GA 30326

Phone: (404) 975-5000

Website: www.acenursing.org

Michigan Department of Licensing and Regulatory Affairs

(Nurse Aide Information)

Website: http://www.michigan.gov/lara/0,4601,7-154-63294_75200--00.html

Prometric Customer Service

(CNA registration information, testing assistance, or registry documentation questions)

Phone: (800) 752-4724

Website: www.prometric.com/NurseAide/MI