



# MOUNTAIN EMPIRE COMMUNITY COLLEGE

3441 Mountain Empire Rd • Big Stone Gap, VA 24219

## PART-TIME EVENING/WEEKEND NURSING (RN) APPLICATION PROCESS: REGULAR PART-TIME EVENING/WEEKEND RN PROGRAM (SUMMER 2016) PART-TIME EVENING/WEEKEND LPN TO RN PROGRAM (SUMMER 2016)

*\*This application is currently being reviewed. The college reserves the right to revise this application process and enclosed packet at any time.*

The Virginia Appalachian Tricollege Nursing Program (VATNP) is a limited enrollment program that accepts a maximum of 20 students per year in regular Part-time Evening/Weekend Program and a maximum of 10 students per year in the Part-time Evening/Weekend LPN to RN Bridge program at the participating colleges (Mountain Empire Community College and Virginia Highlands Community College).

### 1. Admission Requirements (Refer to the last page of this document for additional Part-time LPN to RN Bridge Requirements)

- a. State recognized high school diploma, home school diploma (at least 18 years of age), or GED
- b. **The following requirements must be satisfactorily completed by February 1, 2016 (by the end of the Fall 2015 semester):**
  - A full year of high school or one semester of College coursework in General Biology with lab and Chemistry, with final grades of "C/75" or better, or grade of "S" for developmental coursework. If no final grade is listed on the high school transcript a grade of at least "D" followed by a grade of at least "C" will be satisfactory. A grade of less than "B" followed by a grade of "D" will be unsatisfactory. (Applied Biology or Consumer Chemistry do NOT satisfy these requirements. BIO 141, BIO 231, and NAS courses do not satisfy the General Biology prerequisite.) An incomplete in any coursework does not constitute satisfactory completion. A placement test score may not be used to satisfy any requirement.
  - A minimum Curricular GPA of 2.5 or better, and good academic standing (minimum Cumulative GPA of 2.0 or better) at the most recent education institution attended. Any student not in good academic standing (minimum Cumulative GPA of 2.0) at the most recent education institution attended will be required to complete a minimum of 12 curricular credits with achievement of a 2.5 GPA or better. If all curricular courses have been successfully completed, the applicant may take transfer level courses to meet the 12 credit requirement or repeat curricular courses to improve individual course grades. Standing grades of D's and F's will be calculated into the Curricular GPA **regardless** if they were taken at MECC or another college. Applicants who do not meet these requirements by the deadline will not be eligible for any of the 2016 Part-time Nursing (RN) programs.
- c. **The following requirements must be satisfactorily completed by the end of the Spring 2016 semester:**
  - One semester of College coursework in BIO 141 or 231, BIO 142 or 232, ENG 111, ENG 112, MTH 126, ITE 115 or ITE 119, and SDV 100, all with final grades of 'C' or better by the end of the Spring 2016 semester. Anatomy and Physiology I-II and ITE course **must** be completed within ten (10) years prior to admission to the nursing program. MTH 126 **must** be completed within five (5) years prior to admission to the nursing program. An incomplete in any coursework does not constitute satisfactory completion. A placement test score may not be used to satisfy any requirements. **Any student who does not have evidence on file in Enrollment Services by February 1, 2016 indicating that these requirements will be met by the end of the Spring 2016 semester (prior to the beginning the first nursing class) will not be considered for the part-time evening/weekend program(s).**
- d. **Applicants are responsible for requesting and submitting the following items by February 1, 2016:**
  - MECC standard application for admission (if applicable) and Information Change Form (If applicable)—Attach to RN Application
  - MECC Nursing Program Application Packet (Accepted September 1, 2015-February 1, 2016)
  - Official copy of High school transcripts, and College Transcript(s) (other than MECC, if applicable)—Attach to RN Application
  - Official copy of GED scores (if applicable)—Attach to RN Application
  - LPN Transcript and current copy of LPN License (if applicable). LPNs who graduated from a LPN program *before* May 15, 2013 must also provide written verification from employer indicating at least 1 year (2000 hours) of full-time LPN work experience in direct patient care during the past 3 years—Attach to RN Application (refer to the last page of this document for details)
- e. Have not been enrolled in the first semester of the nursing program (NUR courses) more than one time. After two attempts in NUR courses, students are ineligible for admission consideration unless permission is obtained from the VATNP Dean.
- f. All candidates who have met the minimum admission requirements and have submitted a Nursing Program Application Packet with required documents attached between September 1 and February 1 will be invited to complete the Nursing Admission Test (ATI Test of Essential Academic Skills) –"TEAS". Applicants that do not have all documents on file and all requirements met by the specified deadlines will not be eligible to participate in entrance testing or be considered for admission to the program. Qualified applicants will receive written notification stating eligibility to test. The applicant will be asked to contact Enrollment Services/Admission to schedule the test. **Test schedule dates will be announced after the February 1<sup>st</sup> deadline.** A minimum National Percentile score of 45 or higher is required on the test. Applicants are only permitted to complete the test one time and are encouraged to order/complete online practice tests prior to scheduled test date. Information and an online practice test for the "TEAS" is available at [www.atitesting.com](http://www.atitesting.com).

**Nursing applicants will be notified in writing after October 20, 2015 of their application status. Applicants may verify the status of an application by visiting or calling the Enrollment Services/Admission Office (523-2400) after October 20. Applicants are solely responsible for determining which requirements have not been met and scheduling their classes in a manner that best prepares them for the admission process. Applicants are also responsible for ensuring that the College has their correct address and telephone number. After February 1, the College reserves the right to decline additional applications for the nursing program for the 2016-year. The College also reserves the right to extend any deadlines and to selectively include any additional group of students in the admission testing process without further notice.**

- g. A Non-refundable test fee is required on the scheduled test date. Instructions regarding payment and testing fee will be provided to qualified applicants with the invitation to test letter. If you have not received an appointment to test by the end of February, you are responsible for calling Enrollment Services/Admissions promptly to determine if you are eligible to test. The College is not responsible for undeliverable mail.
- h. The Admission Testing Center guidelines Include:
- Arrive at test site at least 15 minutes before the test
  - Photo ID is required for admission to test center (driver's license, student ID, etc.)
  - No food, drinks, or smoking allowed in testing area
  - No outside calculators are allowed—Calculators are provided for the test
  - Once seated you may not leave the test center until the test is completed or a break period is announced
  - All scratch paper must be returned after the test
  - Failing to follow all instructions given by test administrator may result in removal
- i. Background checks for criminal history and sex offender crimes against minors are required for entrance into clinical agencies. Students with convictions may be prohibited from clinical practice and may not complete the program. (Clinical agencies also require drug testing of students for clinical rotations. Students with positive drug test results may be prohibited from clinical practice and may be unable to complete the program.) Cost of the background checks and drug testing will be the responsibility of the student. Anyone wishing to enter the nursing program that has a criminal background or drug history should take this into consideration.

2. Selection of the Freshman Class (AFTER Pre-Admission "TEAS" Testing)

- a. Criteria Table: This will be used to calculate a total score to assist in determining the rank and admission status for qualified applicants.
- b. Priority will be given to all qualified applicants who are domiciled residents of Lee, Wise, Scott, Dickenson Counties and the City of Norton,

CRITERIA	WEIGHT	TO CALCULATE APPLICANT'S SCORE
GPA (curricular or high school/GED) <i>Curricular GPA will be used if 12 or more credits of the Non-Nursing Course Requirements have been completed (Required GPA: 2.5)</i>	40%	GPA: _____ x 10 = _____ Max: 40 points
Non-Nursing Course Requirements Completed (Total Credits Possible: 29)	20%	Number of Credits: _____ x .69 = _____ (Example: 29 x .69= 20) Max: 20 points
Nursing Admission Test Score (TEAS) Minimum Score Requirement: 45th National Percentile	40%	% Score on test: _____ x .40 = _____ Max: 40 points
BONUS POINTS		
Points for Grade in Anatomy/Physiology A=3, B=2, C=1 per semester (Anatomy/Physiology I-II must be completed within ten years prior to admission to the Nursing Program)	1-6 points	Points for Grade in Anatomy/Physiology A=3, B=2, C=1 per semester Max: 6 points
LPN License <u>on file by February 1</u>	5 points	If licensed LPN or Paramedic Enter 5 Points Max: 5 points
		<b>TOTAL SCORE</b> _____

and to Virginia domiciled residents not having access to a given program at their local community college. A domiciled resident is one who has lived in and established full ties with the locality or state for the twelve consecutive months before February 1, 2016. Applicants moving out of the locality or state between February 1 and the first day of classes will lose their preferred status and any offer of admission to the program will be withdrawn. In addition, residents of localities with which the college has clinical-site affiliation (Sullivan County, TN) may receive equal consideration for admission. Applicants who do not meet requirements for domicile should meet with a faculty advisor to discuss other educational opportunities.

- c. Based on the applicant's total score, rank, and status, a class of 20 students and a numbered alternate list will be determined by the Admission Committee. Individuals may be moved from the alternate list into the nursing program, as space allows, through the first week of classes for the summer semester. If the College is unable to contact the next qualified student on the alternate list by phone, or if the student is unable to immediately commit to accept, the student will be removed from the alternate list and the next qualified student on the list will be contacted with the offer. A student declining an offer to move from the alternate list into the nursing program will no longer retain alternate list status. The alternate list will be maintained at ten students through the first week of classes for the summer semester by moving in students who tested below the alternate list. Candidates remaining on the alternate list after the first week of classes for the summer semester or those scoring below those placed on the alternate list will be notified promptly in order that other educational alternatives may be considered.
- d. All applicants should receive written notification of acceptance/non-acceptance after April 1. **If the applicant's acceptance of an admission offer is not returned by the stated deadline, the offer will be withdrawn without notice.** Letters may be sent by certified mail and will have to be signed for at the post office. **The College is not responsible for undeliverable mail.** Appeals of an Admission Committee decision must be made in writing to the VATNP Dean and may be referred to the Admission Committee.
- e. Individuals accepted into the program must provide a physical assessment and immunization record completed by a qualified medical practitioner, MD, PA, or CNP, and be free of any physical or mental condition, which would adversely affect performance as a member of the nursing profession. A tuberculin test is required on admission and at the conclusion of the first year of the program, except for previous positive reactors who must have a chest x-ray. Immunizations or titer documentation must be current, including MMR, Varicella, and Hepatitis B (Hep B vaccinations). Students must also be certified in CPR for the duration of the program. Refer to the college catalog for a complete list of program requirements.

### 3. Non-Nursing Course Requirements

These are the ten required program courses that will be used to calculate the non-nursing courses completed for the scoring system.

ITE 119*	BIO 141/ NAS 161 or BIO 231**	SDV 100
ENG 111 and 112	BIO 142/NAS162 or BIO 232**	Humanities Elective****
MTH 126*****	PSY 231 and 232***	

\*ITE 115 may be used if ITE 119 has not been completed. This course **must** be completed within ten (10) years prior to admission to the nursing program.

\*\*Two semesters of college biology is a prerequisite to BIO 231. Anatomy and Physiology I–II **must** be completed within ten (10) years prior to admission to the nursing program.

\*\*\*If PSY 235 was completed prior to fall 1993 the student may request the VATNP Dean to substitute PSY 235 for PSY 231.

\*\*\*\* Recommended Humanities Elective Courses (Choose one): ART 101 or 102, CST 130, 151 or 152, ENG 241, 242, 243, 244, 251, 252, HUM 100, 201, or 202, MUS 121 or 122, PHI 101, 220, 225, 226, or 227, REL 200, 210, 231 or 232.

\*\*\*\*\*MTH 126 **must** be completed within five (5) years prior to admission to the nursing program.

The only nursing program general education requirements waived based on a bachelor's degree are ENG 111 and 112.

Students are encouraged to choose an elective that will transfer to four-year schools. At least one fine art course is usually required in most bachelors' programs. The elective should be chosen in consultation with your faculty advisor.

### 4. Reapplication to the Nursing Program

If a student is not admitted to the program but wishes to reapply for the next year's class, he/she **MUST** complete a new Nursing (RN) Application Packet and submit it to Enrollment Services/ Admission prior to the application deadline of the next year.

### 5. Transfer Into the Nursing Program

Students seeking to transfer credit from nursing programs at other institutions will be given consideration by the VATNP Dean on an individual basis. Applicants must be in good standing at their previous college with a "C" average or better. All stated Admission Requirements must be met. The student may be asked to provide course descriptions, course syllabi, achievement test scores and selected data from the course instructor in order to determine placement in the nursing program, subject to availability of space. Since there frequently are differences among nursing programs, students wishing to transfer should be aware that there may be an interruption in program progression. Nursing courses which are being transferred must have been completed within three (3) years prior to admission to the nursing program.

### 6. Evaluation During the Nursing Program

Upon admission and during the course of the program, the VATNP faculty will carefully observe and evaluate the student's suitability for nursing. Students are expected to complete all courses listed in the first year of the curriculum before being allowed to enter the second year. Exceptions due to unusual circumstances must be approved by the VATNP Dean. Any student who earns a grade **lower than "C" in any nursing course or general education course must repeat the course and earn a final grade of "C" or better** before progressing to the next course in sequence or graduating from the nursing program. If a student repeats a nursing course, or a required general education course, and fails to receive a grade of "C" or higher, she/he will automatically be dropped from the nursing program. A student may not repeat a nursing course more than one time. A grade of "unsatisfactory" in the clinical portion of any nursing course results in an "F" grade for the course **regardless** of the theory grade. Any exception to the above policy must have the approval of the VATNP Dean of the nursing program. Students who must repeat a nursing course will be admitted to that course on "space available" basis.

### 7. Financial Requirements

In addition to the usual college tuition and fees, the purchase of items such as customized VATNP Uniforms, accessories, textbooks, ATI Comprehensive Assessment and Review Program, physical exam, immunizations, PPD or chest x-ray, CPR certification, criminal background checks, drug screens, Clinical Requirements Document Manager, and transportation costs are the financial responsibility of the individual student. Students who fail to meet these responsibilities will not be able to continue in the program.

Background checks for criminal history of barrier crimes and drug testing are required for entrance into clinical agencies. Students with convictions or positive drug tests will be prohibited from clinical practice and will not be able to complete the program requirements. Cost of criminal background checks and drug testing will be the responsibility of the student. Anyone wishing to enter the nursing program that has a criminal background or drug history should take this into consideration.

### 8. Licensure Requirements

Qualifications for Registered Nurse licensure have been established by the Virginia Department of Health Profession and Virginia State Board of Nursing and can be found at [http://www.dhp.virginia.gov/nursing/nursing\\_laws\\_regs.htm](http://www.dhp.virginia.gov/nursing/nursing_laws_regs.htm).

Upon satisfactory completion of the three-year program, the student should apply to graduate and will be awarded the Associate in Applied Science Degree in Health Technology with a major in Nursing.

The nursing faculties/advisors are **Deborah Clarkston**, ext. 222, [dclarkston@mecc.edu](mailto:dclarkston@mecc.edu); **Donna Cluesman**, ext. 300, [dcluesman@mecc.edu](mailto:dcluesman@mecc.edu); **Deborah Wright**, ext. 457, [dwright@mecc.edu](mailto:dwright@mecc.edu); **Amanda Robbins**, ext. 425, [arobbins@mecc.edu](mailto:arobbins@mecc.edu); and **Keith Cowden**, ext. 275; [dcowden@mecc.edu](mailto:dcowden@mecc.edu). They are located in Robb Hall and may also be reached by phone at 276-523-2400, at their respective extensions.

# LPN to Associate Degree Nursing

## Virginia Appalachian Tricollege Nursing Program Advance Placement Program for LPNs

### Bridge Course – Part-time Evening/Weekend

The Virginia Appalachian Tricollege Nursing Program's (VATNP) advanced placement or "Bridge Program," is designed to grant advanced placement to licensed LPNs who have been admitted to the VATNP Associate Degree Part-time Evening/Weekend Program and meet all requirements.

If there is sufficient enrollment in the Virginia Appalachian Tricollege Nursing Program, students who meet the eligibility requirements for the advanced placement may be given the choice of remaining in the regular summer class or taking the "Bridge Courses" in the summer term. Those who successfully complete the Bridge course will be eligible to take the sophomore level courses and graduate within two (2) academic years with an A.A.S. Degree in Nursing.

This program is designed to recognize the common abilities of nurses and to bridge the difference between LPN and RN knowledge base and to allow these students to finish the A.A.S. program within a two year period.

#### **TO BE CONSIDERED FOR THE PART-TIME LPN TO RN BRIDGE PROGRAM, An Applicant Must:**

1. be a licensed LPN (MUST have copy of LPN transcript AND current LPN license on file by February 1, 2016)
2. have graduated as a LPN *AFTER* May 15, 2013 **OR** have at least one year (2000 hours) of full-time LPN work experience in direct patient care during the past three years, providing written verification from employer at the time of application. Written verification must be submitted on company letterhead and include your employer's signature as well as your dates of full-time employment as a LPN in direct patient care. This verification must be attached to your nursing application before submitting it to Enrollment Services. If verification is not attached to the application, it will be assumed that you have no full-time work experience as a LPN.<sup>1</sup>
3. have completed all minimum requirements for admission to the regular Part-time Evening/Weekend Nursing (RN) Program by the specified deadlines.
4. be an accepted student in the regular Part-time Nursing (RN) VATNP program.
5. have completed 26 credits of the general education courses required for graduation from the Nursing program by February 1, 2016 OR provide evidence by this date indicating that the general education course requirements will be completed by the end of the Spring 2016 semester (prior to enrolling in nursing courses). These course requirements include: BIO 141 or BIO 231, BIO 142 or BIO 232, ENG 111, ENG 112, MTH 126, ITE 115 or ITE 119, PSY 231, PSY 232, and SDV 100, all with a grade of 'C' or better. (Anatomy and Physiology I-II and ITE courses must have been completed within ten (10) years prior to admission to the nursing program. MTH 126 must have been completed with five (5) years prior to admission to the nursing program). An incomplete in any coursework does not constitute satisfactory completion. **Any student who does not have evidence on file in Enrollment Services by February 1, 2016 indicating these courses will be completed by the end of the Spring 2016 semester (prior to beginning the first nursing class) will not be considered for the Part-time Evening/Weekend LPN to RN Bridge program.**

<sup>1</sup>Licensed LPNs who are admitted to the regular program may be given the choice of remaining in the regular class or taking the Bridge Course (if all requirements have been met). Currently licensed LPNs who graduated as a LPN *BEFORE* May 15, 2013 must provide documentation of at least one year (2000 hours) of full-time LPN work experience in direct patient care during the past three years. Currently licensed LPNs who graduated as a LPN *AFTER* May 15, 2013 are NOT required to provide documentation of LPN work experience. LPNs meeting the above requirements may choose either the full-time day or part-time evening/weekend LPN to RN Bridge Program.\*

\*In order to be considered for the Full-time Day LPN to RN Bridge Program, you must also submit a Full-time RN Application Packet and meet all Full-time LPN to RN Bridge requirements by the specified deadlines.

Selection of the bridge class will be made based on status and rank. If none of the LPNs in the original 20 selected for the class meet the requirements, then the alternate list will be used to select students for the Bridge Program (providing the requirements have been met).

Questions about the Bridge Program should be directed to any nursing faculty member on the MECC campus (offices are located in Robb Hall) or the VATNP Office at Virginia Highlands Community College, 276-739-2439, 8:00 a.m.-4:30 p.m., Monday through Friday.

#### ***Our Customer Service Promise***

Our promise in Enrollment Services/Admission is to provide you with accurate, timely, and courteous processing of all your materials as you apply for admission to the Nursing Program. This includes processing your application materials and responding to you no later than 14 working days after they are received. You can help us provide our best level of service by promptly responding to our requests for additional information needed to complete your file.

If you encounter any service from us that you believe is not accurate, timely, or courteous, please bring it to my attention immediately while there is time to resolve any problems you have with our service:

Kristy Hall, Director of Enrollment Services  
Godwin Hall – Room G161  
[khall@mecc.edu](mailto:khall@mecc.edu)  
276-523-7474

MECC does not discriminate on the basis of race, color, natural origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice-President of Financial and Administrative Services, 3441 Mountain Empire Road, Big Stone Gap, VA 24219, 276-276-523-2400 (Virginia Relay users dial 711).

(Nursing App Process Updated 08-05-15)