

INFORMATION APPLICABLE TO ALL CALIFORNIA NURSING PROGRAMS AT NATIONAL UNIVERSITY

Individuals expressing interest in studying nursing at National University will be provided with objective counseling regarding all of the options available to them through the Department of Nursing. Enrollment in the University does not automatically include admission to a nursing program.

Programs offered through the department include:

- Bachelor of Science in Nursing (B.S.N.) Generic Entry
- Bachelor of Science in Nursing (B.S.N.) Accelerated Post-Bachelor Degree
- Bachelor of Science in Nursing (B.S.N.) RN Completion
- Licensed Vocational Nurse to Associate of Science in Nursing (LVN-to-ASN)
- Licensed Vocational Nurse to Bachelor of Science in Nursing (LVN-to-BSN)
- LVN "30 Unit" Option Certificate

Admission Requirements

Students seeking to study nursing at National University must:

1. Meet all the requirements for admission to an undergraduate degree program at the University as outlined in the University Catalog.
2. Have obtained a 2.75 cumulative GPA from a regionally accredited institutions attended.
3. Submit a separate application for admission into a specific nursing program (see below).

*Note: Meeting the minimum requirements, as listed above, does not guarantee admission into a nursing program.

Admission Process

Admission into the nursing programs at National University is a two-step process: 1) Application to the University; and 2) Application to the respective nursing program. Prospective students should follow the University application requirements listed in the "General Admission Procedures" section of the National University General Catalog.

In addition, prospective nursing students will complete a separate application for admission to a specific nursing program. These applications, with supporting documents, are accepted year-round and should be sent to the Department of Nursing, National University, 16875 West Bernardo Drive, Suite 150, San Diego, CA 92127. Students taking their preparation courses at National University are held to the same standard as those who transfer preparation courses in from other schools. A minimum GPA of 2.75 is required for entry into NSG 211T.

A prospective student should first meet with an Admissions Advisor. The advisors are located at each of the University campus offices. The prospective student will arrange to have transcripts from all other colleges and universities sent to National University. These courses will be evaluated for equality to National University Department of Nursing required prerequisite courses.

All prospective students will attend a Pre-Nursing Program Information Forum (Schedules are available under the links on the Department of Nursing page on National University's website: www.nu.edu/OurPrograms/SchoolOfHealthAndHumanServices/Nursing.html), which will describe the process for applying to and acceptance to the Nursing Program. The specifics of

nursing program will be described to the prospective students at this time (i.e. number of nursing courses, sequence of courses, requirements for progression in the program). These forums will be offered monthly and the prospective student must register to attend, due to limited seating.

After the Application for Admission to the Nursing Program is submitted and found to be complete the student will be asked to come in to take the TEAS and sit for a proctored essay. Students will be given the essay question the day of their proctored essay and not before. The essay will be timed and last 90 minutes. The student's essays will be blindly evaluated by two separate faculty members according to an established rubric. A calculation worksheet will be used to evaluate each prospective student's application packet by the admissions committee of the Department of Nursing. The prospective student will be ranked in comparison to the other applicants for that application cycle.

The scoring will be based on:

- Quality of grades in all math and science prerequisite courses.
- Number of attempts in taking the math and science prerequisite courses to achieve a minimal passing grade of C (73%).
- Test of Essential Academic Skills Score (TEAS), (explained below).
- Written essay completed at the Pre-Nursing Program Information Forum.

All prospective students must take the Test of Essential Academic Skills (TEAS) prior to consideration for admission to the nursing program, but following completion of all math and science prerequisite courses. The procedure for taking the TEAS will be explained at the information forum. The TEAS may be taken a total of 3 times (see re-application process below), with no less than 60 days between tests.

Following the receipt of all application items, the prospective student's packet will be reviewed by the admissions committee for the Department of Nursing, and a decision made regarding acceptance. Admission will be offered to students achieving the highest rank scores, until all class positions are filled for any one cohort. The prospective student will receive a letter regarding this decision. No waiting list is maintained. Students can have access to their admissions calculation worksheet upon request.

Students who are not accepted may re-apply for admission to the nursing program if she/he is interested. Prospective students may re-apply to the nursing program up to three (3) times in any 12-month period without incurring the cost of reapplying to the university. However, if the prospective student chooses to re-take the TEAS, she/he will need to follow the TEAS application process, with any associated fees. If the prospective student chooses to re-do the essay question, she/he must attend another Pre-Nursing Program Information Forum at which she/he will complete the question assigned to that group of attendees.

Students are not eligible for financial aid until the evaluation is complete. Students who have a previous bachelor's degree are only eligible to apply to the BSN Accelerated Post Bachelor program.

Before participating in clinical practicum, students must submit proof of a health clearance that complies with the health facility's requirements for immunizations and health screening tests. In addition, before engaging in clinical practicum at health facilities, students will be required to obtain professional liability insurance in the amount of \$1,000,000 per occurrence/ \$3,000,000

aggregate. Continued liability coverage as well as current health clearance and immunity coverage is required throughout the program. Students must possess a social security number to disclose to the California Board of Registered Nursing (BRN) at the time of Application for Licensure by Examination.

The Department of Nursing requires that students who participate in fieldwork in healthcare facilities maintain current health insurance coverage and Cardio-Pulmonary Resuscitation (CPR) certificate from the American Heart Association (BLS-Basic Life Support for Health Care Providers). The student is responsible to determine if his/her insurance coverage includes provisions for emergency room visits in the event of a needle stick or other high risk exposure in the clinical setting, as well as the costs of anti-HIV drugs if the physician determines the medications are warranted. Prior to a clinical experience in a facility, students may be required to demonstrate freedom from drug use through screening. Facilities may also demand an individual background check and fingerprinting on a student. Students are responsible to meet all requirements established by clinical facilities.

Students will need to provide their own transportation to class and all clinical experiences. Proof of auto insurance, a current car registration, and a valid driver's license is required for access to clinical facilities located on military installations.

Mental & Physical Qualifications for Professional Nursing

Please be advised that there are minimum entry mental and physical qualifications to professional nursing practice. Typically, all nursing employers set up minimal physical and mental standards for employment as a registered nurse. National University wishes to inform prospective students of the general nature of such qualifications, although qualifications may vary among employers. Further, National University wishes to assist applicants in meeting all essential qualifications. Applicants should assess their own capabilities for nursing prior to entering the profession of nursing as a graduate. Thus, the following are MINIMUM mental and physical qualifications for admission of applicants to a professional nursing program:

- Frequently work in a standing position and do frequent walking.
- Lift and transfer patients up to 6 inches from a stooped position, then push or pull the weight up to 3 feet.
- Lift and transfer patients from a stooped to an upright position to accomplish bed-to-chair and chair-to-bed transfers.
- Physically apply up to 10 pounds of pressure to bleeding sites, or in performing CPR.
- Respond and react immediately to auditory instructions/requests/monitor equipment, and perform auditory auscultation without auditory impediments.
- Physically perform up to a twelve hour clinical laboratory experience.
- Perform close and distance visual activities involving objects, persons, and paperwork, as well as discriminate depth and color perception.
- Discriminate between sharp/dull and hot/cold when using hands.
- Perform mathematical calculations for medication preparation and administration.
- Communicate effectively, both orally and in writing, using appropriate grammar, vocabulary and word usage.
- Make appropriate and timely decisions under stressful situations.

All students of the Department of Nursing are expected to meet these qualifications and successfully complete other course requirements. Individuals applying for admission to the

Department of Nursing should consider their eligibility in light of these qualifications and assess their ability to meet these qualifications.

In carrying out the nondiscrimination policy of the Department of Nursing with regard to students and applicants with disabilities, the Department will endeavor to make reasonable modifications and otherwise reasonably accommodate students and applicants with disabilities. Students with disabilities should consider their ability to meet the above qualifications with reasonable accommodation. Any requests for accommodation will be considered through the university's Office of Scholarships and Special Services as described in the university catalog.

Program Advisement

All accepted students will be assigned a Nursing Faculty Advisor prior to the mandatory new student orientation. Students are encouraged to periodically communicate with both the Nursing Faculty Advisor and the Admissions Advisor throughout the program.

Progression Requirements

All transfer courses accepted from another college or university must be equivalent in content and credit. Students who complete coursework in preparation for the nursing major at National University will be given priority for selection into nursing classes.

Students with previous preparation in nursing are admitted to the program as space is available providing requirements are met for admission to the university and the Department of Nursing. Academic acceptance is determined on an individual basis through evaluation of past academic preparation and professional experience.

Students who have not had continual enrollment in National University's nursing program (defined as not taking nursing coursework for more than a one calendar year) or who are transferring from another nursing program must demonstrate level-appropriate proficiency skills prior to readmission to the program. Likewise, these students will need to retake the medication calculation examinations successfully. Students who are unsuccessful in their first attempt at any of the nursing courses or who choose to take a voluntary break from the course sequencing for any reason will be placed in subsequent cohorts as openings in the classes are available. Students who are absent for a period of 12 months or more must re-enroll and be re-evaluated under a new catalog. Any changes in the schedule of NSG classes must have a schedule or program change form approved by the Nursing department. Students should see their admissions advisor for assistance.

Any student who wishes to challenge a nursing course (with an NSG prefix) or earn academic credit by examination must successfully complete the culminating examination appropriate to the course. University policies, found in this catalog, should be followed to apply for Challenge or Credit by Examination opportunities. In the nursing theory or nonclinical courses, the terminal measures are often a final exam and/or term paper. In the case of the challenge exam, these requirements must receive a passing grade of 80 percent or higher. In the nursing clinical laboratory classes students will demonstrate competent clinical care by way of return demonstration for all skills listed in the course syllabus being challenged. In the clinical courses where critical or life-threatening maneuvers are required, the student must perform the return demonstration with 100 percent skill and accuracy. Regardless of how many courses students take as challenge/credit by exam, they must still meet National University residency requirements.

Students requesting to take one or more NSG courses in a non-degree status will be required to first present any BRN-issued documents related to course requirements to the Department of Nursing. Students will complete a two-part interview process. After its completion, successful candidates will be enrolled in classes as spaces become available.

The Student Agreement

To ensure that graduates of National University's nursing programs are able to meet the legal requirements of the California Board of Registered Nursing (the Board), all newly admitted nursing students must enter into a student agreement. A copy of the student agreement is distributed at the mandatory student orientation.

The student agreement gives National University the right to suspend or terminate the student's participation in the nursing program upon showing that the student has:

- Committed acts or engaged in conduct that could constitute grounds for denial of an RN license;
- Failed to demonstrate the requisite skills and qualifications to satisfy the requirements for an RN license;
- Demonstrated other qualities or behaviors enumerated in the student agreement inconsistent with National University's recommendation of the student for an RN license.

The student agreement also authorizes National University to release to the Board all pertinent information pertaining to the student's qualification or fitness for an RN license.

Time Management

The professional nursing program, with its intense clinical practice component, is very demanding in terms of time and energy allocation. Students are advised not to undertake a work schedule that could jeopardize successful completion of the program.

Student Assistance, Notice of Need to Improve and Dismissal from School of Nursing Programs

National University is committed to maintaining quality standards throughout its nursing programs and to graduating competent professional nurses. As required by the Board, National University identifies and assists students who need special assistance, and retains in its programs only those students who are suited for entry to or advancement in the nursing profession. The Board is charged by the state with evaluating the moral character and fitness of all persons who wish to nurse in California health facilities. Every person who is an applicant for, or who now holds any nursing license is answerable to the Board for his or her fitness-related conduct.

Learning Contracts

Learning contracts will be used by faculty to notify students of learning issues and/or a clinical performance problem. If the student fails to meet the standard set forth in the learning contract, the following may result: 1) Immediate removal from a clinical laboratory or facility site, 2) Immediate removal from a theory course, and/or 3) Recommendation of dismissal from the program of study if the situation warrants.

Students will receive a copy of the contract and an additional copy will be maintained in the student's file in the Department of Nursing.

Procedures Governing Problems with Progress in the Program

When a student is having a problem with the nursing program or a student is notified that he/she is not meeting the standards in either the classroom, nursing skills laboratory, or clinical facility, the student should meet first with the course coordinator or (if the deficit is in clinical practice) with the course coordinator and the clinical nursing faculty. The student should seek clarification of the deficit and work with the faculty to construct a plan for improvement (which may or may not include the creation of a Student/Faculty Learning Contract.)

If the candidate is allowed to continue in the program and receives a second unsatisfactory grade in a nursing theory or clinical course, the student will be recommended for dismissal from the program. The process for a hearing and appeal, upon recommendation for dismissal from a program, is outlined in the Academic Dismissal Procedure under the Academic Information for Undergraduate Degrees section of this catalog.

Application for Licensure

Students seeking an RN license must apply to the Board for such a license. It is the student's responsibility to keep current on the laws pertaining to the practice of registered nursing, as these laws are subject to change. Students should submit the Application for Licensure by Examination at least four to six months before their graduation date. All requests for transcript forms must be signed after the completion/graduation date. All first time applicants are required to submit fingerprints with the application.

The Board requires applicants to take an examination containing objective multiple choice questions administered by computer. The number of questions may vary from a minimum of 75 to a maximum of 265. The standard testing time for such examinations is a maximum of six hours.