SLCC

SOUTH LOUISIANA COMMUNITY COLLEGE

LPN to RN Transition Program
Application Packet

Submit completed application, including all required documents, in person to:

SLCC T. H. Harris Campus
(Monday through Friday, between 8:00 a.m. and 4:00 p.m.)
332 East South St.
Opelousas, LA 70570

Applications will be accepted starting Monday, September 30, 2019 at 9:00 a.m.
The application deadline is **Friday, November 22, 2019 @ 4:00 p.m.**

Applications will not be accepted by mail.

For students requiring additional information,
Informational Sessions will be offered.

INCOMPLETE OR LATE APPLICATIONS WILL NOT BE ACCEPTED.

It is the policy of South Louisiana Community College not to discriminate based on age, sex, race, color, religion, national origin or disability in its educational programs, activities or employment policies.

Admission Requirements for the LPN to RN Transition Program

The LPN to RN Transition Program is designed for currently employed licensed practical nurses (LPN) to complete accelerated academic coursework in preparation for the NCLEX-RN, the national registered nursing (RN) licensure exam. The program includes three semesters of coursework combined with credit for prior learning. Applicants should have three years of experience as an LPN. Admission to the program is on a selective basis and is determined by the Division of Nursing Faculty Admission Committee. The number of students selected each year will depend upon various factors, including the availability of faculty.

In order to be eligible for admission to the LPN to RN Transition Program, the applicant first must be admitted to South Louisiana Community College (SLCC) or be a current SLCC student. The application and all supporting documents must be received by the scheduled deadline. Applicants will not be considered for admission to the LPN to RN Transition Program until all required documents have been submitted and the applicant's file is complete. The applicant should retain a copy of the application and all supporting documents, as the Division of Nursing will not return any submissions. All correspondence will be sent to the applicant's email address listed on application.

Prospective students must meet the following minimum criteria to be considered eligible for admission into the LPN to RN Transition Program:

1. Meet the general admission requirements of SLCC.
2. Be employed full-time as a licensed practical nurse (LPN). Students applying should have at least three years of experience as an LPN. A verification of employment from human resources is required.
3. Complete each non-nursing/pre-requisite course with a grade of "C" or better, except for microbiology (BIOL 2100) and complete all pre-requisite and nursing courses with a grade point average (GPA) of 2.5 or higher. Credit for nursing courses from other institutions will not be considered for transfer.

Required Non-Nursing/Pre-requisite Courses

COURSE NO.	COURSE TITLE	CREDIT HOURS
ENGL 1010	Rhetoric and Composition	3
ENGL 1020	Composition and Critical Thought	3
MATH 1105	College Algebra	3
MATH 2020	Introductory Statistics	3
BIOL 2022	Human Anatomy & Physiology I Lecture	3
BIOL 2023	Human Anatomy & Physiology I Lab	1
BIOL 2032	Human Anatomy & Physiology II Lecture	3
BIOL 2033	Human Anatomy & Physiology II Lab	1
PSYC 2010	Introduction to Psychology	3
Fine Arts	Fine arts elective	3
Humanities	Humanities elective	3
	TOTAL CREDIT HOURS	29

4. Complete all required pre-requisite coursework prior to application.
5. Take the TEAS nursing admission exam and earn a minimum composite score of 62 and a minimum score of 60 on Math & Science. Information regarding this exam may be obtained by contacting the SLCC testing center at (337) 521-9627.
6. Have a cumulative GPA of 2.5 or higher at the time of application.
7. Submit an official college transcript from all technical/vocational schools, colleges, and universities attended to the nursing department. Transcripts previously submitted to the SLCC admissions office cannot be used.
8. Submit a copy of current unrestricted Louisiana LPN license.
9. Be able to perform the physical and mental requirements of the discipline of nursing as identified on the Health and Physical Examination form and the ADA requirements in the Student Orientation Manual.
10. Pay $20 processing fee at the cashier's window in the SLCC TH Harris Campus and attach the receipt to the application. This fee is nonrefundable.
11. Submit completed & signed LPN to RN Transition Program Application and all required documents to SLCC TH Harris Campus by Friday, November 1, 2019 at 4:00 p.m.

NOTE: Meeting the minimum criteria does not guarantee admission into the LPN to RN Transition Program. Eligible applicants will be considered on a competitive basis.

Admission Process for the LPN to RN Transition Program

The Division of Nursing will begin the admission process for the LPN to RN Transition Program in the Fall semester of each year. Final selection decisions generally will be made and communicated to students by early Spring semester. Admitted students will begin coursework during the summer session.

Students not admitted but who seek admission in a subsequent class must resubmit a complete application and will remain subject to the eligibility requirements specified.

Acceptance/Denial Notification for the LPN to RN Transition Program

1. Accepted applicants will be notified of admission status by email, along with additional information regarding the following requirements:
   a. Health history, physical examination, Tb skin test and immunizations and titers.
   b. CPR for Healthcare Providers (American Heart Association or Red Cross Approved).
   c. Criminal background check and fingerprint cards as required by Louisiana State Board of Nursing (LSBN).
2. Students who accept the offer for admission must attend both a **MANDATORY nursing advising and a nursing orientation session**. The location and date of the nursing advisement and orientation will be announced when selections are made. Specific information related to these requirements will be included in the acceptance letter.
3. Upon admission in the program, students agree to abide by all published college, division, and program policies regarding student conduct and academic standing.
4. Applicants who are denied admission will be notified of denial status by email.

The Louisiana State Board of Nursing (LSBN) requires students to submit documentation of any arrests, charges, convictions, guilty or no contest pleas, or sentences for any criminal offense in any state. The LSBN requires a criminal background check with digital fingerprints on all students applying to the nursing program.

The criminal background check will be conducted by the Louisiana State Police and the Federal Bureau of Investigation. Additional background investigations are required by some clinical agencies not covered by the LSBN criminal history background investigation.

The documentation required by various health care agencies not covered in the LSBN background check include the following:

1. Social Security number verification
2. Employment verification to include the reason for separation and eligibility for reemployment for each employer
3. Violent Sexual Offender and Predator Registry Search
4. Health and Human Services (HHS) / Office of Inspector General (OIG) list of excluded individuals or entities
5. General Services Administration (GSA) list of parties excluded from federal programs
6. U.S. Treasury, Office of Foreign Assets Control (OFAC) list of Specially Designated Nationals (SDN)

Once a student begins enrollment in either ASN program (traditional or transition), the student may not transfer to the other program. Students dismissed from any program are not allowed to reenter for a minimum of 5 years.

Application Process Checklist
(for applicant's records)

☐ If not currently enrolled in SLCC classes, apply to SLCC and meet all general admissions requirements.

☐ Complete all sections of the LPN to RN Transition Program Application legibly and accurately.

☐ Earn minimum grades of "C" in all 29 credits of required non-nursing/prerequisite courses.

☐ Earn a minimum GPA of 2.5 in the 29 non-nursing/pre-requisite courses. Credit for nursing courses completed at another institution will not be considered for transfer.

☐ Earn a minimum composite score of 62 and a minimum score of 60 on Math & Science.

☐ Attach the following documents to the LPN to RN Transition Program Application and submit to the TH Harris Campus by November 1, 2019 at 4:00 p.m.
   - o Official transcript(s) from all colleges and universities attended
   - o Receipt from the SLCC cashier for $20 processing fee
   - o Copy of current, unrestricted Louisiana LPN license
   - o Proof of employment during the last three years (verification from human resources).

☐ Retain copies of all documents for your records prior to submitting your application.

Incomplete or late applications will not be accepted. If the application is determined to be incomplete, the applicant will be disqualified from the selection process. Providing false information or exclusion of information is cause for disqualification from the selection process.

ATI TEAS Test Instructions for the LPN to RN Transition Program

1. Sign up for the exam at www.atitesting.com. There are fees that change for the proctored exam and must be paid at the time of enrolling. Currently, the online cost is $90.00. We will offer several test with limited seats at each test time. We cannot add more seats at the test times, so do not wait until last minute to sign up.

2. The exam includes 170 multiple choice questions and is 3 ½ hours long. The exam will automatically cut off at the 3 ½ hour mark. If you are approved through the SLCC counseling and disabilities services to receive extended time for the test, you must notify us at the time you sign up for the exam. Failure to do so will result in completing the test during the scheduled time frame without the extended time accommodation.

3. Create an ATI account prior to test day. You will not be allowed to test without a username and password.

    a. Visit www.atitesting.com. (Download free Silverlight software, if necessary.).

    b. Click "Create an account" and keep track of your username and password.

4. In order to be considered eligible for the program, you must earn a minimum composite score of 62 and a minimum score of 60 on Math & Science. The most recent score will be considered for your application. Your score is good for two years. We accept TEAS scores from other institutions in the form of an **electronic official transcript**. If you take the TEAS test at another institution, you **must** follow the instructions below:

    a. Log in to www.atitesting.com

    b. Visit online store and order an official TEAS transcript ($27.00 fee)

    c. Select South Louisiana Community College to have your transcript sent electronically

5. Arrive on time for the test at the testing center located in 408 Ardoin Building on the SLCC Lafayette campus. Bring a photo ID on exam day. You are not allowed to bring items with you into the testing center other than a jacket. Pencils, calculators, and paper will be provided to you.

6. We recommend purchasing the ATI TEAS study guide from www.ATItesting.com.

LPN to RN Transition Program Application

INDICATE STATUS	APPLICATION REQUIREMENTS	
☐ Yes ☐ No	Applicant has earned a minimum GPA of 2.5 in the following 29 credit hours of pre-requisite courses.	
☐ Yes ☐ No	Applicant has earned minimum grades of "C" in the following 29 credit hours of pre-requisite courses.	
☐ Yes ☐ No	**ENGL 1010.** Composition & Rhetoric I (3 credits)	**Semester Completed:** (Semester and Year)
☐ Yes ☐ No	**ENGL 1020.** Composition & Critical Though (3 credits)	**Semester Completed:** (Semester and Year)
☐ Yes ☐ No	**MATH 1105.** College Algebra (3 credits)	**Semester Completed:** (Semester and Year)
☐ Yes ☐ No	**MATH 2020.** Introductory Statistics (3 credits)	**Semester Completed:** (Semester and Year)
☐ Yes ☐ No	**BIOL 2022 & 2023.** Human Anatomy & Physiology I Lecture & Lab (3 credits & 1 credit)	**Semester Completed:** (Semester and Year)
☐ Yes ☐ No	**BIOL 2032 & 2033.** Human Anatomy & Physiology II Lecture & Lab (3 credits & 1 credit)	**Semester Completed:** (Semester and Year)
☐ Yes ☐ No	**PSYC 2010.** Introduction to Psychology (3 credits)	**Semester Completed:** (Semester and Year)
☐ Yes ☐ No	**Fine Arts Elective** (3 credits) Indicate Course:	**Semester Completed:** (Semester and Year)
☐ Yes ☐ No	**Humanities Elective** (3 credits) Indicate Course:	**Semester Completed:** (Semester and Year)
☐ Yes ☐ No	ATI TEAS exam	**Exam Completed:** (Month/Date/Year)
☐ Yes ☐ No	Applicant has earned a bachelor's degree or higher in any field.	**Degree Completed:** (Degree and Year)
☐ Yes ☐ No	Must have been a LPN working Full-time for the last three years. • Attach a copy of current license • Proof of employment (verification letter of employment from Human Resources)	

PERSONAL INFORMATION (print legibly)		
Last Name	First Name	Middle Name
Mailing Address	City/State	Zip Code
Home Phone Number	Cell Phone Number	
E-mail Address	Student ID Number	

I hereby apply for admission to the LPN to RN Transition Program. I understand that any attempt on my part to falsify or exclude information is cause for disqualification of my application and/or dismissal from the program. I hereby certify that all information presented is true to the best of my knowledge.

Student Signature: _____   Date: _____

Received by: _____   Date: _____