



**CLARK STATE COMMUNITY COLLEGE-
 SPRINGFIELD REGIONAL SCHOOL OF NURSING
 LPN to RN Information and
 Admissions Criteria and Procedures**

The Transition program is an advanced placement program for Licensed Practical Nurses (LPNs) who wish to obtain an associate degree to prepare them to obtain licensure as Registered Nurses (RNs). LPNs are accepted into the Springfield day Springfield evening, and Bellefontaine day cohort offerings on an annual basis. Accepted Springfield day and Bellefontaine day cohort students start their nursing courses in fall semester and Springfield evening (part- time) students start their nursing courses in spring semester.

The majority of the non-nursing courses in the curriculum are available in a traditional and online/hybrid format. The nursing transition courses (NUR 1135 and NUR 1136) are only offered in an online/hybrid format. The remaining nursing (NUR) courses are offered in a traditional format for day and evening program students on the Leffel lane campus. The nursing courses are offered in a traditional format for the Bellefontaine cohort.

The number of students that can be admitted to each program each year is restricted due to the limited availability of clinical sites and faculty. Students who wish to enter the program must apply to the program after they have met specified admission requirements. Submission of an application does not guarantee acceptance into the program. Students are asked to identify which program (Day, Evening, or Bellefontaine) they wish to enter when they petition. Current Clark State, Bellefontaine location, LPN program students who have indicated their desire to continue their education to pursue a registered nursing associate degree at Clark State immediately upon completion of their LPN program are given first priority for the Bellefontaine cohort.

ADMISSION CRITERIA AND PROCEDURES

Competitive Admission Process Time Line

The LPN to RN Transition program admits students twice a year in fall (day program in Springfield and Bellefontaine) and spring (evening part-time weekend program in Springfield) semesters. Applications for program admission will be accepted over a seven week period as indicated in the table below.

Desired entry term	Program application and documentation must be received in Nursing Office on or before:	Application available online	Applications accepted	Acceptance or denial letter mailed on or before:
Spring 2020 Evening/Weekend Program Springfield	September 6, 2019	July 12, 2019	July 12, 2019 through September 6, 2019	October 18, 2019
Fall 2020 Day Program Springfield and Bellefontaine	February 7, 2020	December 13, 2019	December 13, 2019 through February 7, 2020	March 20, 2020

Minimum Criteria for Application

To be considered for acceptance into the LPN to RN Transition program, students must meet the following minimum criteria for application:

- _____ Complete application to the College, declaring LPN to RN as their major
- _____ Provide official high school and/or college transcripts from regionally accredited colleges to the Admissions office if your previous high school/college credits demonstrate you have met program qualifying requirements, course pre-requisites, or previous completion of curriculum courses.
- _____ Demonstrate a minimum 2.5 cumulative grade point average (GPA) in the required courses in the nursing curriculum that are completed, regardless of where the courses were completed, AND a minimum 2.0 cumulative Clark State Community College institutional GPA, OR if no College courses have been completed, a high school GPA of 2.5
- _____ Meet the following minimum academic requirements for admission.

<p style="text-align: center;">Reading</p> <input type="checkbox"/> Tested out of preparatory reading via ACT, SAT, or College placement test <input type="checkbox"/> College’s reading placement test was waived for: <ul style="list-style-type: none"> ○ College English composition course with a C or higher ○ Recent high school senior English course with appropriate grade <input type="checkbox"/> CPE 0200 with a grade of C or higher, ENG0800 with a grade of A, or ENG 0850 with a grade of C or higher	<p style="text-align: center;">Writing</p> <input type="checkbox"/> Tested out of preparatory writing via ACT, SAT or College placement test <input type="checkbox"/> College’s writing placement test was waived for: <ul style="list-style-type: none"> ○ College English composition course with a C or higher ○ Recent high school senior English course with appropriate grade <input type="checkbox"/> CPE 0300 with a grade of B or higher, CPE 0400 with a grade of C or higher, or ENG 0900 with a grade of B or higher
<p>Math/Algebra</p> <input type="checkbox"/> Tested out of CPE 0600, CPE 0650, MTH 0650, or MTH 0750 via ACT, SAT, or College placement test within the last 5 years <input type="checkbox"/> College’s math/algebra placement test was waived for: <ul style="list-style-type: none"> ○ College Ohio Transfer Module (OTM) equivalent math course with C or higher within five years. ○ Recent high school senior Algebra II course with appropriate grade within five years <input type="checkbox"/> CPE 0600, CPE 0650, MTH 0650 or MTH 0750 with a grade of C or higher within the last 5 years	
<p>Laboratory science</p> <input type="checkbox"/> College anatomy & physiology with a grade of C or higher (BIO 2121) (within five years) OR <input type="checkbox"/> College biology (BIO 1410) (within five years) OR <input type="checkbox"/> College chemistry (CHM 1150) (within five years) OR <input type="checkbox"/> High school biology with a grade of C or higher (within five years) OR <input type="checkbox"/> High school chemistry with a grade of C or higher (within five years)	

_____ Have current valid licensure as a practical nurse in Ohio

_____ Have **either**:

One year of recent (within the last three years) clinical experience in Ohio as an LPN at the time entering the transition course. Student must submit letter from employer documenting this with his/her application

OR

Completed LPN program within the 18 months prior to the date of starting the transition course. Student must submit transcript from practical nursing school for verification of program completion date.

_____ **Day Program** applicants must have completed/be in progress/or scheduled in summer semester the following courses (with a C or higher): BIO 1131; BIO 2121; BIO 2122; ENG 1111; ENG 1112; and PSY 1111

NOTE: The following courses must be completed with a grade of C or higher at the time that the course is a pre-requisite to a second level nursing course and/or for graduation. Students are encouraged to complete these courses prior to starting the nursing courses if possible.

_____ PSY 2223, Lifespan Human Growth and Development (This course is a pre-requisite of second-year nursing courses.)

_____ SOC 1110, Introduction to Sociology

_____ Math Elective

_____ **Part-time Evening/Weekend Program and Part-time Bellefontaine Program** applicants must have completed the following general education courses (with a C or higher) prior to entering the transition course: BIO 1131; BIO 2121; BIO 2122; ENG 1111; ENG 1112; PSY 1111; PSY 2223;

NOTE: The MTH elective and SOC 1110 must be completed with a C or higher prior to graduation. Students are encouraged to complete these courses prior to starting the nursing courses if possible.

Competitive Admission based on Academic Achievements

Completion of the minimum requirements and application to the program does not guarantee admission. Entry to the nursing program is competitive and based on academic achievements. Applications are reviewed and scored in the following categories. Applicants with the highest points will be offered admission to the program.

If a number of applicants have the same score, these applicants will be prioritized by their application submission date. (Example: 10 students have a score of 13 and there are only 8 available spots. The 8 students with the earliest application date/time will be accepted.) Students are strongly encouraged to submit complete applications in a timely manner.

Clark State, Bellefontaine location, LPN program students who are pursuing a registered nursing associate degree at Clark State immediately upon completion of their LPN program and meet the minimum requirements are given priority consideration for the Bellefontaine cohort.

Criteria	Possible points	Courses Needed	Applicant's points
GPA in the non-clinical courses in the RN curriculum	2.50-2.74 = 1 2.75-3.00 = 2 3.01-3.24 = 3 3.25-3.50 = 4 3.51-3.74 = 5 3.75-4.00 = 6		
Points for each Anatomy and Physiology course (BIO 2121 and BIO 2122) completed with a grade of C or higher	A = 3 B = 2 C = 1	BIO 2121 _____ BIO 2122 _____	BIO 2121 = _____ BIO 2122 = _____
One point each for any other courses in the nursing curriculum completed with a grade of C or higher.	ENG 1111 = 1 ENG 1112 = 1 PSY 1111 = 1 PSY 2223 = 1 SOC 1110 = 1 BIO 1131 = 1 MTH Elective = 1 NUR 1110 = 1	ENG 1111 _____ ENG 1112 _____ PSY 1111 _____ PSY 2223 _____ SOC 1110 _____ BIO 1131 _____ MTH elective _____ NUR 1110 _____	ENG 1111 = _____ ENG 1112 = _____ PSY 1111 = _____ PSY 2223 = _____ SOC 1110 = _____ BIO 1131 = _____ MTH ----- = _____ NUR 1110 = _____
Points for highest non-short term certificate or degree from regionally accredited post-secondary institution	Certificate = 1 Associate degree = 2 Bachelors' degree = 3 Masters' degree = 4		
Points for successful completion of overall credit hours at Clark State Community College with a grade of C or higher	Less than 15 = 0 At least 15 = 1 At least 30 or more = 2		
Points deducted for repetition of curriculum course work	-1 point for each course in the curriculum with a grade of D, F, W, or UW within the last 5 years. One point is deducted for each instance if this occurred more than once with a course. ----- <i>If previously in a RN nursing program, -1 point for NUR courses with a grade of D, F, or any W within the last 5 years.</i>		ENG 1111 = _____ ENG 1112 = _____ PSY 1111 = _____ PSY 2223 = _____ SOC 1110 = _____ BIO 1131 = _____ MTH ----- = _____ BIO 2121 = _____ BIO 2122 = _____ NUR 1110 = _____ ----- NUR _____ = _____ NUR _____ = _____
APPLICANT'S TOTAL POINTS			

Submission of Applications

The following items must be submitted to the Health, Human, and Public Services Division office by the published deadline.

- _____ Nursing Application form - available online seven weeks prior to the submission deadline at [http://www.clarkstate.edu/academics/how-to-register/health-programs-petitioningapplication- process/](http://www.clarkstate.edu/academics/how-to-register/health-programs-petitioningapplication-process/)
- _____ Clark State course listing – log into “Web Advisor” via the Clark State Student Portal. Click on “Students,” then select “Students,” then “Academic Profile,” then “Transcript.” Select submit and print. This is the only print out that will be accepted.
- _____ Transcripts from high school or previously attended regionally accredited colleges if needed to demonstrate completion of qualifying requirements, course pre-requisites, or completion of curriculum courses. These may be unofficial. NOTE: The corresponding official transcripts must be submitted directly from those high school/college(s) to Clark State’s Admissions Office.
- _____ A letter from employer indicating one year of recent practice. This is not required if student will have completed LPN program within 18 months of starting LPN to RN program.
- _____ Documentation of current valid licensure as LPN in Ohio printed from OBN Licensure Verification web site.

Incomplete applications and application submitted after the deadline (see page one for deadlines) will not be considered.

Notification of Selection into LPN to RN Transition Program

Applicants will be notified of selection or denial via U.S. mail sent to the address listed on their program application form. Students must notify the Health, Human, and Public Services Division of a change in address, phone number, and/or name change. Students who cannot be contacted because of outdated information will be removed from the admission list.

Selected applicants are required to attend a mandatory Nursing Program Orientation session. The date of this orientation will be included in the letter notifying the student of acceptance to the program. Students who are not able to attend this orientation must notify the Health, Human, and Public Services Division by calling 937-328-6057 prior to the orientation date. Selected applicants who do not attend the orientation and do not provide prior notification will have their acceptance rescinded.

Students who are not selected for admission are encouraged to meet with program faculty to discuss the selective admissions rubric and their options, including ways to increase their score in preparation for reapplication the following year. Other options for students not selected may include consideration of other healthcare majors, or other career directions offered at Clark State.

The RN Program at Clark State Community College is committed to assuring equal opportunity to all persons and does not discriminate on the basis of race, color, sex, gender, ethnicity, religion, national origin, sexual orientation, ancestry, age, marital status, veteran status, socio-economic status, or physical or mental disability, and other protected group status as defined by law or College policy in its educational programs, activities, admissions, or employment practices as required by Title IX of the

Educational Amendments of 1072, Section 504 of the Rehabilitation Act of 1073, the Americans with Disabilities Act, and other applicable statutes.

The College has appointed the individual listed below as Title IX coordinator for students. Students who have concerns about the application of Title IX should contact.

Ron Gordon
 Dean Enrollment Services
 Rhodes Hall, room 129
 Phone (937)-328-6095

ADDITIONAL IMPORTANT LPN TO RN PROGRAM INFORMATION

Courses with age limits

Some course must have been completed recently in order to meet program entry, progression and graduation requirements. Other courses are acceptable regardless of when completed. The courses that must be completed within a designated time period are:

- BIO 2121 and 2122, Anatomy and Physiology courses, must have been completed within FIVE years of entry into the first clinical nursing course. If a course is older than FIVE years, the course must be repeated.
- NUR 1110, which will be required for the LPN-to-RN program for all students who enter the program in spring term 2017 and onward, is the only nursing course that may be taken prior to acceptance into the program. It is recommended that the course not be taken any earlier than within the year immediately prior to acceptance into the nursing program. If the course is completed more than 24 months prior to starting the program, it will need to be repeated. Students may elect to take a proficiency exam instead of taking the course.
- All “NUR” courses must be completed in the sequence listed in the curriculum plan. If the student stops out after starting the sequence, he or she may apply for reinstatement if no more than one year has lapsed in accordance with the reinstatement policy. Students may be required to demonstrate competency in previously completed courses and some courses may need to be repeated. Reinstatement is on a space available basis and is not guaranteed. Students may only reinstate to the program once.
- The time limits on preparatory academic courses were previously provided on page 2 of this document.

Courses with time limits must be completed as indicated below

	For spring 2020 entry into program, courses should be completed after:	For fall 2020 entry into program, courses should be completed after:	For spring 2021 entry into program, courses should be completed after:	For fall 2021 entry into program, courses should be completed after:
Courses with 2 year time limits	January 1, 2018	August 1, 2019	January 1, 2019	August 1, 2019
Courses with 5 year time limits	January 1, 2015	August 1, 2015	January 1, 2016	August 1, 2016

Technical Standards

Specific attributes, characteristics, and abilities are essential to nursing. Professional competency is the summation of many cognitive, affective, and psychomotor skills. Students who enter the nursing program must be able to perform (with or without reasonable accommodations) these Technical Standards, which are available via a link on the Registered Nursing program page on the College's web site and in the application packet. Students who may require accommodations to perform the Technical Standards should contact the College's Office of Accessibility to request reasonable accommodations. Students are asked to sign a form certifying that they have read, understand, and are able to perform, with or without accommodations, the Technical Standards of the Student Nurse as part of the program application process. These Technical Standards are also reviewed at the program orientation session. Attendance at this session is required for all students who have been accepted to start the nursing program's technical courses.

Program Requirements

Healthcare provider cardiopulmonary resuscitation certification (BLS) is required at the time of entry into the program. Acceptable certifications require a cognitive and psychomotor assessment (written exam and evaluation of performance of skills) and must be those designed specifically for healthcare providers. EMS 1171- Basic Life Support, which is offered at Clark State meets this requirement. Certification can also be obtained through the American Heart Association, American Red Cross, and American Safety and Health Institute. Students obtaining certification through these agencies are responsible for obtaining a certification that meets the above requirements. Students must maintain active certification throughout the program.

Students must also meet health requirements, show proof of health insurance, and meet criminal background check requirements before starting the program. Drug screens are also required. Second-year students must update health requirements, criminal background check, and drug screen (if required by clinical agency) in accordance with program and clinical agency policies.

Additional information about these requirements is provided at the nursing program orientation sessions that are required for all students who have been accepted to start the program. Students must complete these requirements at their own expense. Students will be billed for liability insurance for each year of clinical courses as part of a course fee.

All students enrolled in NUR 2239 are required to attend a 3-day life NCLEX review. This review is offered only during daytime hours on the Leffel Lane campus. Attendance is mandatory for all students enrolled in NUR 2239.

Background Checks

Conviction or guilty pleas to some criminal offenses may prevent students from participating in clinical experiences. Reasonable efforts will be made to place admitted students in clinical experiences, but it is up to the clinical facilities to determine whether a student will be accepted for clinical placement. Students who cannot be placed clinically cannot meet the course and program requirements and therefore would be unable to complete the program. Clinical facilities may consider expunged convictions in placement decisions. Standards may change during a student's program of study.

Progression Requirements

In order to enroll in nursing courses and progress to subsequent clinical nursing courses, students must have successfully completed all prerequisite courses with a grade of C or higher.

Graduation Requirements

To qualify for an associate degree, Registered Nursing students must have a cumulative grade point average of 2.0 and have a C or higher in all courses in the nursing curriculum.

Licensure

Upon completion of the program, graduates are eligible to apply to take the NCLEX-RN examination. Licensure is mandatory for practice as a RN. Candidates for licensure to be a nurse in Ohio must obtain a criminal background check and disclose information related to prior misdemeanors or felonies, immoral behaviors, mental health disorders, and illegal use of chemical substances or controlled substances. The Ohio Board of Nursing (OBN) will determine whether a candidate may obtain licensure. Students should refer to the OBN web site, <http://www.nursing.ohio.gov/LicensureInformation.htm> for more details.

Successful completion of a program of study at the College does not guarantee licensure or employment in the occupation.

Contact Information

For further information about the LPN to RN Transition Program contact the Gwen Stevenson, Director of Nursing Programs at 937-328-6455 or stevensong@clarkstate.edu; Mary A. Taylor, Assistant Director of Nursing Programs at 937 328-6110 or taylorma@clarkstate.edu or the Health, Human, and Public Services Division Office at 937-328-6057.