

Delgado/ Charity School of Nursing Program

Associates Degree Program

Application Instructions for Spring 2013

Charity School of Nursing is a limited admissions program. The number of qualified applicants may exceed the number of positions of a class. Those who do not gain admission to the class applied for but meet admission requirement will be given, if requested in writing, an opportunity to apply for the next available class.



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A. Application to Delgado Community College if you are not a student.

Complete a DCC application online (dcc.edu) or in person at any DCC campus. A high school transcript or documentation of a GED is needed only if applicant has never attended a regionally accredited college or university.

If you have a current and active college application on file with DCC, you do not need to repeat this step. Please retain your DCC ID # for all correspondence with the Admissions Office.

The DCC application is a separate document than the Nursing Program Application, and admission to DCC does not guarantee admission to the DCC Associate Degree Nursing (ADN) Program. Students are responsible for submitting all requested information by the published deadline.

B. What is needed to Apply

- **ENGLISH 101 COMPOSTION** or the equivalent
- **COLLEGE ALGEBRA** (Math 118) (If a student transfers in Math 130, the only lower level math course available for credit as the second math will be Math 120.)
- **Human Anatomy and Physiology I with lab** or the equivalent must be completed before students can apply to program. If Human Anatomy and Physiology II with lab is completed the courses must have been completed within 5 years of entry (fall 2007).
- HESI A2 – Please see HESI section
- **Cumulative GPA** - Overall grade point average in all college work (all colleges attended) of at least 2.0 on a 4 point scale.
- **CSN GPA** - An overall grade point average of 2.5 in any general education and required related courses in the School of Nursing curriculum. A student must have grade of “C “or higher in all required related courses and general education courses.
- **Delgado GPA**- All Delgado students must have a Delgado Community College GPA of 2.0 or higher to be eligible.

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Please Note: **It is highly recommended that the student complete as many of the nursing prerequisite courses as possible before starting the program.**

Please Note: **Courses taken more than 10 years before entry must be approved by appropriate DCC Division Dean. The School of Nursing will seek the approval on behalf of the student.**

• Transcripts

One official transcript from every college previously attended other than DCC must be submitted. Separate official transcripts are required from each college attended although that course work may be printed on another transcript as transferred coursework. Unofficial advising reports are not acceptable. If a college will not release an official transcript to a student and must mail it directly to Delgado, the student must request that the transcript be mailed to CSN. Documentation verifying the date the student requested the transcript (a copy of the transcript order form) must be included with the application package. The applicant is completely responsible for ensuring that transcripts are to be sent directly to the CSN campus are received *before* the application deadline.

• Course Descriptions

A **catalog course description must be submitted** for each course taken outside the DCC curriculum which applies to the nursing curriculum (please refer to DCC catalog course curriculum page) for which a student is seeking transfer credit. Course descriptions may be photocopies or printouts from online catalogs. The course numbers on catalog course descriptions must match those on the transcript. The **student's name and DCC ID number** must be listed on the course description. Course descriptions are not needed for courses completed at DCC campuses.

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• **HESI Nursing Admission Assessment Test- A2**

Take the HESI (Health Education System, Inc.) Nursing Admissions Assessment Test (A2) and achieve a composite score of 70% or greater for admission. The critical thinking test must also be taken.

The HESI A 2 is a timed, computerized test with the following sections: Math, Reading Comprehension, Grammar, Vocabulary, Biology and Anatomy and Physiology. The A2 scores are considered in the points ranking process.

The following information should be considered about the HESI:

- Test scores are valid for 3 years.
- Students must wait (3) three months from the original test date to retest.
- Applicants must take the exam at the Delgado Testing and Advising Department on City Park, Slidell, West Bank or Covington campus.
- The School of Nursing is **not** a testing site.
- Applicants are responsible for making their testing appointment and turning in a copy of the scores with their application package.
- The HESI A2 study guide is available for purchase at the bookstore and online at www.elsevierhealth.com
- The HESI A2 exam can only be taken twice in a lifetime.

To schedule the HESI Nursing Assessment Admission Test, contact one of the DCC Testing Offices:

City Park	504-671-5080
West Bank	504-762-3198
Slidell	504-671-6610
Covington	504-671-6616

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C. Credit by Examination, CLEP and Advanced Placement

High School Advanced Placement credit must be less than 5 years old and approved by the Advising and Testing Office.

College Board Advanced Placement credit must be less than 3 years old and must have a score of 4, AP credit is subject to review by the Division Dean and approval by the Director of Advising and Testing.

Students who wish to transfer CLEP credits to Delgado must request that the official score report be sent to the Director of the Office of Advising and Testing.

D. Admissions Policies

- A student may not have more than **four (4) enrollments** resulting in grades D, F or W in Human Anatomy and Physiology I and II (Biol 251, 253, 252 and 254) or the equivalent taken within the last 5 years of possible of entry into the program.
- Human Anatomy and Physiology II lab and lecture must be taken within 5 years of entry.
- Falsification of any admissions requirements /documentation will result in denial of admission into the program. The student may be subject to a judicial procedure through the college.

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E. CSN Curriculum

Prior to applying

ENGL 101: English Composition I (3 credit hours)
Math 118 or the equivalent of College Algebra (3 credit hours)
Human Anatomy and Physiology I lecture (3 credit hours)
Human Anatomy and Physiology I lab (1 credit hour)

General Education Courses in the curriculum (A grade of "C" or higher is required)

ENGL 102: English Composition II (3 credit hours)
MATH 120 (Math Survey) or Math 128 (Exploration in College Algebra) or Math 130 (Pre-Calculus) or Math 203 (Statistics) or the equivalent of any of these courses as a second math- Six credit hours of math is required, three of these in algebra (3 credit hours) A student can only receive use Math 128 or Math 130; the courses cannot be used together for the 6 credit hour total math credit.
Humanities Elective - (3 credit hours)
Fine Arts Elective- (3 credit hours)

Required Related Courses (grade of "C" or higher required)

BIOL 211 or 211 Microbiology (3 hours)
BIOL 252 Anatomy & Physiology II (3 hours)- must be taken within 5 years of entry
BIOL 254 Anatomy & Physiology II Lab (1 hour)- must be taken within 5 years of entry
PSYC 127: General Psychology (3 hours)

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F. GENERAL EDUCATION REQUIREMENTS

The following are approved Fine Arts and Humanities:

Fine Arts

FNAR 103 Drawing I

FNAR 113 Painting I

FNAR 120 Art Appreciation

FNAR 125

or 126 Art History Survey I and II

FNAR 127 Contemporary Art

FNAR 151 Jewelry Making I

FNAR 155 Ceramics I

FNAR 158 Three Dimensional Design

FNAR 213 Water Media Painting

MUSC 105 Music Appreciation

MUSC 200 Introduction to Jazz Literature

THEA 101 Introduction to Theatre

THEA 102 Modern Theatre

THEA 111 Fundamentals of Acting

THEA 207 Classical Theatre

Humanities

Courses to fulfill the general education requirement in humanities must be selected from the following:

ARCH 180 History of Architecture

ASLS 101 American Sign Language I

ENGL 205 Introduction to Short Story and Novel

ENGL 206 Introduction to Poetry and Drama

ENGL 211 American Literature to 1865

ENGL 212 American Literature after 1865

ENGL 221 British Literature to 1798

ENGL 222 British Literature after 1798

ENGL 240-241 Current Topics in Literature

ENGL 243 Ethnic Literature

ENGL 244 African-American Writers

ENGL 253 Bible as Literature

FREN Any French course with FREN prefix

HIST Any HIST Course

HUMA 105 Humanities Through the Arts

HUMA 150 Structure of Western Thought:

Ancient Greece

HUMA 201 Humanities: An Introduction

HUMA 220 Modernism in the Arts

HUMA 260 Activism and Change

PHIL 101 Introduction to Philosophy

PHIL 175 Social Ethics

SPAN Any Spanish course with SPAN prefix

SPCH 130 Fundamentals of Speech

Communication

SPCH 230 Public Speaking

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G. Non-Nursing Courses

Academic credits are accepted from other regionally accredited institutions of higher learning and will be evaluated for equivalency to DCC courses. Courses deemed not equivalent cannot be applied toward the required courses in the Nursing curriculum. The applicant must submit catalog descriptions or course syllabi for courses that are more than 10 years old or are taken at schools outside Louisiana. This information **must** be received by the School of Nursing Admissions with the application packet. The Admissions office will forward the courses to be evaluated to the appropriate college division.

H. International Students

International Students applying to CSN must be advised by the International advisor at DCC City Park campus before applying. International students who have never attended a post-secondary institution must provide evidence of academic achievement equivalent to a U.S. high school education. Transcripts that are not in English must be translated by a certified translator. Official basic/general evaluation of all international diplomas/transcripts must be completed to determine equivalency. One copy of the official diploma/ transcript and translation must be sent to an evaluation agency.

An applicant who has satisfactorily completed university –level courses in a foreign country comparable to the course credits in the American university system must have official transcript(s) sent to the Office of Admission at Delgado Community College – City Park campus and also transcripts must be sent with application packet to the School of Nursing.

Transcripts that are not in English must be accompanied by a certified translation. In addition, the transcript(s) must also be officially evaluated by an evaluation agency.

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12. Transfer students requesting admission to second year course who have not been enrolled in nursing courses for 3 or more semester will be required to meet current admissions requirements, validate previously learned skills and complete standardized testing and remediation prior to course enrollment.

Transfer students will be considered by the Admissions Committee after all the necessary documentation is submitted. An appointment should be made with the Charity School of Nursing Coordinator of Admissions and at (504-571-1280) to discuss the particular circumstance. Some students may enter on probation for one (1) semester.

J. Selection Process

Applicants are considered for admission by the Admissions Committee of Charity School of Nursing. Applicants are identified by a number and not by name during the selection process. Please review sample Academic Assessment form in CSN Information Bulletin. **Selection of applicants is based on the applicant's "Profile Score" which is composed by the following:**

1. Cumulative College GPA of a 2.0 or higher on (all college courses taken).
2. CSN GPA of a 2.5 or higher for any of the general education and required related courses in the School of Nursing curriculum.
3. Number of grades of Ds and/or Fs in courses taken over the **past 5 years** that are required in the School of Nursing curriculum. **Even if the course has been repeated with a higher grade the D or F is still counted.**
4. Number of completed credits in the required related and general education courses in the nursing curriculum. Please note that **5** points are given for completion of Anatomy and Physiology I and II lecture and lab, **10** points are given for completion of Anatomy and Physiology I and II lab and lecture and College Algebra and English 101 and **15** points for completion of all courses.
5. HESI score of 70% or above.
6. ACT score if required. (Photocopies of scores listed on high school transcripts are acceptable). Only for students with < 24 credit hours.
7. Bonus points are added to the profile score for attainment of LPN certificate, associate and/or a baccalaureate degree .

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K- Submit the Application

Complete and type the Delgado/Charity School of Nursing Application Packet and submit with required documents to the DCC/Charity School of Nursing program.

- Application packets may be submitted by U.S. Mail or hand -delivered. Make sure your application is complete and contains all of the required documents, before posting or delivering. (If hand -delivered, your application **will not** be reviewed at time of delivery.)
- The Nursing program will not accept any additional application material after the student has submitted the application and documents unless documentation shows that a college or university will be sending a transcript on behalf of the student.
- Incomplete applications or applications submitted with missing documents will be returned and candidates must wait until the next deadline to re-apply.
- No electronic (email for facsimile) Nursing program application will be accepted.
- The Nursing program is not responsible for late delivery or failed delivery of application materials. Mail your Nursing Application Package and required attachments to :

Delgado/Charity School of Nursing - Admissions

450 S Claiborne Avenue

Admissions Office- Room 613A

New Orleans, LA 70112 – 1310

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L. Criminal History Check and Drug Screen

When a student is selected and granted admission to CSN, admission is conditional on gaining approval from the Louisiana State Board of Nursing. All students will be subject to obtain a criminal background history check prior to enrollment to the program.

Drug screening is required before a student can attend a clinical experience. The screening is done on-site after admission and is at the student's expense. A positive result may affect a student's enrollment in the nursing program. Drug screening for cause or at random may occur during program enrollment.

M. Legal Requirements

After acceptance to the school of nursing and prior to enrolling in a clinical nursing course, the Louisiana State Board of Nursing (LSBN) requires the student to complete a packet of information which pertains to permission to enroll in a clinical nursing course. Student will attend an information session to receive instructions for completing the LSBN forms.

N. What you should receive from Admissions

There are three types of letters that will be sent from Admissions.

- 1) Acceptance letters - mailed by mid- April for the next Fall class and by the middle of July for the next Spring class.
- 2) Class Closed- student that were qualified for the program but scored below the profile cutoff .
- 3) Ineligible- students that are not qualified to apply:
 - 1) Student that have not received a High School Diploma or GED
 - 2) Student that have not completed remedial courses
 - 3) Students that turn in HESI score below 70%
 - 4) Cumulative or CSN or DCC GPA is too low
 - 5) Transfer student that cannot return to last Nursing program (no letter of good standing)
 - 6) Transfer student that has received a "D" or lower in more than two nursing courses
 - 7) A student that has not completed the DCC application and paid the \$25.00 fee