



NURSING PROGRAM

AAS DEGREE

School of Nursing and Allied Health

Information Package

NURSING PROGRAM, A.A.S. DEGREE

Leading to an opportunity to apply for

NCLEX-RN Licensure



“J. Sargeant Reynolds Community College is an equal opportunity, affirmative action institution providing access to educational and employment opportunities without regard to age, race, color, national origin, gender, religion, sexual orientation, veteran’s status, political affiliation or disability.”

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***The material contained in this Information Packet is
subject to change without notice.***



Dear Applicant:

Thank you for requesting information for the J. Sargeant Reynolds Community College Associate Degree Nursing Program. Our program is approved by the Commonwealth of Virginia and accredited by the National League for Nursing Accrediting Commissions. In order to qualify to apply for the NCLEX-RN licensure exam, you must graduate from a state approved program.

A registered nurse is a part of the interdisciplinary healthcare team that provides for the wellness and health care needs of diverse populations. Nurses need to be empathetic, caring, critical thinkers, effective communicators, and managers. For more information about registered nurses, please visit the U.S. Department of Labor's Occupational Outlook Handbook at <http://www.bls.gov/oco/ocos083.htm>. This resource provides wage and employment outlook for nursing.

An educational nursing curriculum is very demanding. Consider your life circumstances carefully as you make this decision. While all the general education courses can be taken in either day, evening, or on-line, most nursing courses will be taken during daytime hours. However, some clinical assignments may include day, evening, or weekend experiences. While many students continue their employment while in college, it is extremely difficult to work full-time while enrolled in nursing courses. You need to consider this as you make your educational choice.

The information in this packet provides general admission information for all applicants, including transfer students. Please pay particular attention to the information that applies to your personal status. *Students must attend an Information Session within six months of applying to the program.* These sessions are held at the Downtown Campus and the dates are posted on the college website.

We are pleased that you are considering J. Sargeant Reynolds Community College for the pursuit of your nursing education goals. Please carefully follow the application steps in the sequence identified in this packet. This will make the application process as smooth as possible.

As you review the information in this packet, please remember admission is competitive. We admit students for August, January and May start dates. We hope you will be part of our next class and look forward to working with you.

Sincerely,

Elaine J. Beaupre

Elaine J. Beaupre, RN, M.Ed., MSN, CNE
Coordinator, Nursing Programs

A.A.S. IN NURSING PROGRAM
GENERAL INFORMATION

The Nursing Program offers four types of program admissions.

1. Full-time
2. Advanced Placement – Full-time LPN to AAS in Nursing
3. Advanced Placement – Part-time LPN to AAS in Nursing. This program is offered in the evenings and on weekends
4. Advanced Placement – Nursing Transfer

Program Application

Students applying to the Associate in Applied Science in Nursing Program at JSRCC must complete all Pre-Nursing, Allied Health Career Studies Certificate (CSC) courses, and all the admission requirements must be completed prior to applying to the Program.

Admission is competitive and is based on the ranking of the student's Pre-Nursing CSC Grade Point Average (GPA) and Kaplan placement scores.

Program Acceptance

Once accepted, students are also responsible for the following:

1. Submitting the completed health form provided by the program, which includes a completed immunization schedule? This is handed out during the first orientation meeting.
2. Submitting documentation of a completed and current CPR Healthcare Providers Certification (American Heart Association) with bi-annual recertification.
3. Completed certified background check and drug screen (The inability of a student to be placed in a clinical site due to a negative background check will result in removal from the program.)

Any student entering the Nursing program who has committed any illegal offenses other than minor traffic violations should talk with the Program Coordinator prior to admission to understand the State Board of Nursing requirements to sit for licensure, which are outlined in 54.1-3007 of the Code of Virginia.

4. Secure transportation to and from facilities used for clinical experiences.

Program Progression

The College offers this program in affiliation with the healthcare agencies and practitioners in the communities in which it serves. The college relies on its community affiliates to provide clinical education opportunities for its students, expert clinical preceptors, and course instructors for many courses. The often rapid changes in healthcare law, standards of practice, technology, and content of credentialing examinations increasingly necessitate sudden changes in the

program's course content, policies, procedures, and course scheduling. As a result, the college cannot guarantee every student continuous and uninterrupted clinical and course instruction as outlined in the printed catalog curriculum for this program. Circumstances beyond the control of the college may necessitate the postponement of course offerings or changes in the sequencing and/or location of scheduled courses or clinical assignments. Additionally, the college may have to change the instructor for courses after instruction has started.

Continuation in the Program

Grading: Students must achieve a course grade of C (80) in each nursing course to progress through the associate degree in nursing program.

Priority Status

J. Sargeant Reynolds Community College has entered into an implied contract with all accepted nursing program students via the JSR catalog. The catalog indicates that once accepted into the nursing program a student can complete the program within two years assuming the student attends 4 consecutive semesters (summer is a session, not a semester). Continuation in the program is conditional upon those factors identified in the "Progression through the Program" statement above.

A Priority 1 student is a student who has never failed, withdrawn, or taken a leave of absence for any reason.

A **Priority 1** student may register for any available space for a course for which the student is eligible during "Early Bird" registration. Students who have not stopped program progress have a Priority 1 enrollment status for available seats.

A Priority 2 student is one who has withdrawn, failed, or taken a leave of absence. These students have stopped program progress and will be enrolled based on a random lottery drawing for available seats.

Priority 2 students will **not** participate in Early Bird registration. The A.A.S. Nursing Program's Progression & Graduation Committee will place these students via a random lottery draw into available seats.

Priority 2 students will return to Priority 1 status with the successful completion of the next nursing course.

Clinical Contracts

Individual contracts are in effect with each affiliate clinical agency, and these contracts differ in requirements for students. The general stipulations are as follows:

1. Clinical agencies reserve the right to dismiss a student from their agency at any time with due cause.

2. Proper uniform must be worn.
3. Published hospital policies must be followed.
4. Immunizations must be current.
5. The student releases the facility, its agency, and employees from any liability for any injury or death to self or damage to personal property arising out of the clinical agreement or use of the facility.
6. The student is financially responsible for any medical care required while in the clinical setting.
7. As noted above, the student must have a current American Heart Association CPR certification at the BLS level for Health Care provider and a criminal background check is required of all entering students.

A.A.S. IN NURSING PROGRAM
DETAILED ADMISSIONS STEPS

Full-Time

Step One: Apply to JSRCC

All applicants interested in pursuing an Applied Associate of Science (AAS) in Nursing must first apply to JSRCC.

Applications can be completed online at

http://www.jsr.vccs.edu/jsr_ar/how_to_enroll.htm.

- Send **official** college and high school transcripts to JSRCC Central Admissions and Records, (Attention: Nursing Application Process), J. Sargeant Reynolds Community College, P.O. Box 85622, Richmond, VA. 23285-5622.
- Transcripts should be sent with the application.

Step Two: Complete Pre-Nursing and Allied Health Career Studies Certificate and Placement Tests

All applicants must complete the coursework for the Pre-Nursing and Allied Health Career Studies Certificate Program (CSC). Completion of the Pre-Nursing and Allied Health CSC Program does NOT ensure entry into the Nursing (AAS) Program. The admission process in the Nursing Program is a competitive process partially based on an applicant's GPA in courses in the Pre-Nursing and Allied Health CSC. Information on the Pre-Nursing and Allied Health CSC is available online at

http://www.jsr.vccs.edu/curriculum/programs/Pre-Nursing_AlliedHealthCSC.htm. Please be aware that repeated courses will be averaged together in calculation of the Pre-Nursing CSC GPA.

Need Help?

Advisors are available in the Student Success Centers for in-person advising. Please remember, the week prior to the start of a semester and the first and second week after a new semester begins, the Success Centers are very busy. If you visit the Student Success Centers during these times, you will have an extended wait before seeing an advisor.

OVERVIEW OF REQUIREMENTS

Pre-Nursing and Allied Health Career Studies Certificate Program

- Declare AAS Pre-Nursing CSC as your plan of study. The Program Code for the AAS Pre-Nursing CSC is 221-156-02.
- All courses in the AAS Pre-Nursing CSC must be completed with a grade of C or better. There are 27 credits in this program. Coursework includes general education courses required for an AAS degree. Equivalent transfer courses are accepted. However, all transfer courses must be evaluated and a student must submit paperwork requesting transfer evaluation.

Advanced Standing – Transfer of non-nursing courses

- Advanced Standing is defined as the application of awarded credit, earned from another institution, toward satisfying program requirements at JSRCC. Transcripts are evaluated for curricular students only. In order to receive credit for courses



The AAS in Nursing Program offers four types of admissions:

1. Full-time
2. Full-time Advanced Placement for the LPN to RN
3. Part-time Advanced Placement for the LPN to RN
4. Advanced Placement – Nursing Transfer



taken at other accredited schools, students must request to have official transcripts sent to Central Admissions and Records Office.

- Official transcripts from other Virginia Community College System (VCCS) institutions are not required. However, the student must complete the *Request for an Evaluation of a VCCS Transcript* form (JSRCC Form #11-0036) and submit it to Central Admissions and Records to have his/her transcript evaluated.

Advanced Standing – Transfer of nursing courses

- The AAS Nursing Program evaluates all transfer requests for nursing courses.
- In order to receive credit for any nursing courses completed at a non-VCCS institution, official transcripts and copies of course syllabi outlines and/or course learning packs from previous nursing program must be submitted with the application to the ADNP Transfer Coordinator Nursing Office (see page 6) for evaluation. A minimum GPA of 2.5 is required.

Placement Tests

The Nursing Program requires both the College placement tests and a Kaplan Nursing Placement Test.

Kaplan Nursing Placement Test

- All students must complete the Kaplan Nursing Placement test. This test may be repeated once. Kaplan scores are valid for three (3) years. The Kaplan Nursing School Entrance Exams Test Review book is available in the bookstore for \$21.
- **ALL APPLICANTS MUST ACHIEVE KAPLAN SCORES OF:**
 - *Reading:* 73%
 - *Math:* 75%

College Math Placement Test

- *Complete the Virginia Placement Test (VPT)* with a recommended placement into MTH 126 (MTE 3) or higher. The Math placement score is valid for two years. The new math placement test may not be repeated once a student has taken a math course. Students who have not taken a math course may complete the math placement test (VPT) one time after a four month period.

Step Three: Attend a Nursing Information Session

When you are in your **final** semester of the Pre-Nursing and Allied Health Career Studies Certificate Program, plan on attending a Nursing Information Session. In order to obtain an application for the AAS in Nursing, all applicants **must** attend an information session within six (6) months of submitting an application. Attendees will receive the application at these sessions. Information session dates are published on the web at

http://www.jsr.vccs.edu/jsr_hmt/bulletin.htm.

Step Four: Complete and Submit Your Application to Graduate from the Pre-Nursing and Allied Health Career Studies Certificate Program

All courses in the Pre-Nursing and Allied Health Career Studies Certificate (CSC) must be completed prior to your application. Students need to complete a graduation application. A graduation application can be completed online. There is a graduation tutorial available online at http://www.jsr.vccs.edu/jsr_ar/graduation.htm. The graduation application is located within a student's SIS.

Step Five: Complete and Submit Your Application by the Deadline Date

After successfully completing (1) the Pre-Nursing and Allied Health Pre-Nursing CSC courses, (2) the two placement tests (Kaplan and College Math), 3) attending the information session (final semester); and 4) CSC application to graduate (final semester), you are ready to complete an application packet.

DEADLINES

The application deadlines:

- 4th Monday of September by 4:00 PM - Application Deadline for acceptance into the Spring class
- 4th Monday of January by 4:00 PM – Application Deadline for acceptance into the Summer class
- 4th Monday of March by 4:00 PM – Application Deadline for acceptance into the Fall class
- Students who are not accepted may pick up copies of their application for resubmission. Applications will not be processed more than one time.
- Students who are not accepted may meet with an advisor to discuss their application.

Remember, to apply for a Pre-Nursing and Allied Health Career Studies Certificate a GPA of 2.5 is required.

WHAT TO INCLUDE IN YOUR APPLICATION

1. Official (sealed envelope) transcripts from other accredited institutions,
 - An official high school transcript or G.E.D. must be on file with Central Admissions and Records. The transcript must identify biology, algebra and chemistry (or college equivalent) with at least a grade of C.
2. Any certificates or licenses,
3. Placement / Pre-Admission Testing
 - Kaplan pre-admission test scores
 - Reading = Minimum score 73%
 - Math = Minimum score 75%
 - College Reading, Writing and Math placement results
4. A copy of your graduation application

WHERE TO SUBMIT APPLICATION

Central Admissions and Records
Attention: Nursing Application Process
J. Sargeant Reynolds Community College
P.O. Box 85622
Richmond, VA. 23285-5622

TRANSFER STUDENTS

Transfer applicants requesting advanced placement status must have successfully completed the first semester Fundamentals of Nursing (7 credits) and Health Assessment (3 credits) prior to applying. Because the transferring nursing applicant completes admission course requirements elsewhere, potential transfer courses are reviewed to ensure a consistency with JSRCC Nursing Program. In order to receive credit for any nursing courses completed at a non-VCCS institution, official transcripts and copies of course syllabi outlines and/or course learning packs from previous nursing program must be submitted with the application to the address below for evaluation by the Admissions and Transfer Committee of the Nursing Program.

Attn: ADNP Transfer Coordinator
School of Nursing and Allied Health
J. Sargeant Reynolds Community College
P.O. Box 85622
Richmond, VA. 23285-5622

Deadline dates for applications are the same. Transfer students are required to take the Kaplan Nurse Admissions test and math placement test and achieve scores meeting minimum requirements.

TRANSFER STUDENT REQUIREMENTS

In addition to the requirements outlined above, the transfer applicant is required to:

1. Provide written documentation of his/her eligibility to return to previous nursing program
2. If the applicant is not accepted as a transfer he/she can apply as a new student.
3. JSRCC Nursing Program will request review of the previous nursing program's course failure/repeat policy. If the applicant's transfer nursing program does not have a policy regarding the number of course failures, then the JSRCC policy of two failures/withdrawals is utilized. As such, students who have two failures in core nursing courses are not eligible for transfer to JSRCC Nursing Program.
4. The student must not have been out of previous program for longer than one (1) year of application.

Applicants who meet all eligibility requirements may be accepted on a space available basis and must become a J. Sargeant Reynolds student. Successful applicants will be informed as to the procedure for the required orientation to the JSRCC Nursing Program.

CURRICULUM

The curriculum outline below is for the traditional nursing student. Advanced placement transfer students will need to meet with the Nursing Coordinator to identify their first semester course work. Advanced Placement LPN students will take NUR 115 and 226 during their first semester and received Credit-by-Able for NUR 111.

The college requires all student to complete ITE-115 Introduction to Computer Applications (a challenge exam is available) or CSC-155. ** This course is included in the Pre-Nursing and Allied Health Career Studies Certificate. **The CSC must be completed prior to application to the Nursing Program.**

CURRICULUM				
PRE-NURSING CERTIFICATE				
COURSE	TITLE	LEC. HRS.	LAB. HRS.	CRS. CRE.
* <u>ENG 111</u>	College Composition I	3	0	3
* <u>MTH 126</u>	Mathematics for Allied Health	3	0	3
* <u>BIO 141</u> or <u>BIO 231</u>	Health Science I Anatomy & Physiology I	3	3	4
* <u>SDV 100</u>	College Success Skills	1	0	1
* <u>PSY 230</u>	Developmental Psychology	3	0	3
TOTAL		13	3	14
* <u> </u> ¹	Humanities/Fine Arts Elective	3	0	3
** <u> </u>	Elective	2	0	2
* <u>BIO 142</u> or <u>BIO 232</u>	Health Science II: Anatomy & Physiology II	3	3	4
* <u>SOC 200</u>	Principles of Sociology	3	0	3
PRE-NURSING CERTIFICATE TOTAL		11-25	3-6	12-26

Before an application will be considered, all of the above courses must be satisfied either by enrollment or transfer credit. Students are responsible for completing and submitting to Central Records form #11-0036 for internal transfer of VCCS credit, or official transcripts from accredited college or universities.

CURRICULUM		AAS Degree in Nursing		
<u>NUR 111</u> ^{2,3,4}	Nursing I	4	9	7
<u>NUR 226</u> ³	Health Assessment	2	3	3
TOTAL		6	12	10
NUR 245	Maternal / Newborn Nursing	2	6	4

NUR 137	Principles of Pharmacology II	2	0	2
NUR 108	Nursing Principles and Concepts I	3	6	5
TOTAL		7	12	11
NUR 254	Dimensions of Professional Nursing	1	0	1
NUR 109	Nursing Principles and Concepts II	3	9	6
NUR 247	Mental Health Nursing	2	6	4
TOTAL		6	15	11
NUR 246	Parent / Child Nursing	2	6	4
NUR 298	Seminar and Project	1	0	1
NUR 208	Acute Medical - Surgical Nursing	3	9	6
TOTAL		6	15	11
Total Minimum Credits for AAS Degree in Nursing				69
<p>¹A list of approved humanities/fine arts is provided in the General Education section of the college catalog under Curriculum Planning and Design.</p> <p>²All courses denoted with * must be taken prior to applying to NUR 111. Students must pass the computer competency exam or complete ITE 115 or CSC 155 prior to NUR 111. CPR certification (American Heart Association, "BLS for the Health Care Provider") is required prior to beginning NUR 111.</p> <p>³NUR 111 and NUR 226 must be taken together. Each semester must be taken in sequence; however, courses within a semester may be taken in any order.</p> <p>⁴NUR 111 and NUR 115 fulfills the general education personal wellness requirement.</p>				

PROGRAM APPROVAL ACCREDITATION

The A.A.S. degree nursing program is approved by the Virginia Board of Nursing, 9960 Mayland Road, Suite 300, Henrico, Va. 23233; and accredited by the National League for Nursing Accrediting Commission. (NLNAC) at 3343 Peachtree Road NE, Suite 500, Atlanta, GA 30326; (800) 669-1656 or www.nlnac.org.

CONGRATULATIONS, YOU'RE ACCEPTED! WHAT NOW?

After a student is accepted he/she is required to attend two mandatory nursing program orientation meetings. All of the information below is covered in detail at this orientation.

PRE-ENTRANCE HEALTH REQUIREMENT

Completion of a physical examination, including immunizations and drug screening, is required immediately preceding enrollment in the first nursing course. Forms are provided after acceptance into the Associate Degree Nursing Program. Students must be free of any physical or mental condition that might adversely affect patient safety and performance as a student nurse. Validation of freedom from tuberculosis is required annually of all nursing students. A drug screening may be required randomly throughout the program.

FUNCTIONAL SKILLS REQUIREMENT

A student in the Nursing Program must be able to demonstrate the following functional skills. These skills are validated on the pre-entrance physical exam.

- 1) Sufficient eyesight to observe patients, read records, manipulate equipment, and visually monitor patients in dim light;
- 2) Sufficient hearing to (1) hear a baby's cry, (2) hear an elderly patient's whisper without facing the patient, (3) hear audible alarms and sounds, (4) communicate with patients and members of health care delivery team, (5) monitor patients using electronic equipment, and (6) auscultate physical assessment data – such as blood pressure, heart and lung sounds;
- 3) Satisfactory speaking skills to effectively communicate in English in a timely manner and to effectively interact with patients, families and health care team members;
- 4) Accurate writing skills to meet time constraints for documentation of client assessment and outcome of nursing care, as well as course written assignments. Correct spelling and grammar are mandatory.
- 5) Ability to read, understand, and implement written directions
- 6) Sufficient bilateral finger dexterity to manipulate equipment;
- 7) Sufficient strength and mobility to lift, stoop or bend in the delivery of safe nursing care;
- 8) Satisfactory physical strength and endurance to stand for extended periods and to move immobile patients; and
- 9) Intellectual ability and emotional function to ensure patient safety and to exercise independent judgment and discretion in performing assigned tasks.

Clinical facilities used by the program may mandate additional requirements for students that include updated immunizations, dress codes and conformance with professional standards.

Here are some suggested time allowances for success:

NUR-111 Fundamentals of Nursing 7 credits	NUR-226 Health Assessment 3 credits
• Class = 4 hours / week	• Class = 2 hours / week
• Nursing lab = 3 hours / week	• Nursing lab = 3 hours / week
• Clinical = 7 hours/week	• Study time = 9 – 15 hours/week
• Study time = 21 hours / week	

LEGAL RESTRICTIONS

The Virginia State Board of Nursing has the authority to deny licensure to any applicant who has violated any of the provisions of 54.1-3007 of the Code of Virginia
<http://leg1.state.va.us/cgi-bin/legp504.exe?000+cod+54.1-3007>

There is also a July 1992 change in Virginia law that prohibits licensed nursing homes, home care organizations, licensed homes for adults, and licensed adult day care centers from hiring any individual who has been convicted of a broad range of criminal acts.

BACKGROUND CHECKS (CORI)

Criminal Offender Record Information (CORI) and drug screens are required of all students. Details concerning cost and vendor use will be provided during the new student orientation that occurs preceding the start of the first nursing course. The background check application and drug screen must be completed ***prior to the start*** of the first nursing course.

Applicants may not be allowed to continue in clinical area if deemed ineligible by the facility. Inability to complete the clinical portion of any nursing course will result in a failing grade for that course.

CLINICAL PARTNERSHIPS

The college offers this program in partnership with the healthcare agencies and practitioners in the communities the college serves. The college relies on its community partners to provide clinical education opportunities for its students, expert clinical preceptors, and course instructors for many courses. The often rapid changes in healthcare law, standards of practice, technology, and content of credentialing examinations increasingly necessitates sudden changes in the programs' course content, policies, procedures, and course scheduling.

As a result the college cannot guarantee every student continuous and uninterrupted clinical and course instruction as outlined in the printed catalog curriculum for this program. Circumstances beyond the control of the college may necessitate the postponement of course offerings or changes in the sequencing and/or location of scheduled courses or clinical assignments. Additionally, the college may have to change the content or instructor for courses after instruction has started.

ESTIMATED PROGRAM COSTS: DECEMBER, 2011

Tuition 69 credits x \$129.10 per credit *	\$ 8,907.90
Books, Equipment & Supplies	1,500.00
Uniforms and Shoes	220.00
Required Standardized Tests	500.00
Health Requirement	100.00-400.00
CORI/Drug Screening	165.00
Graduation and Licensure Applications	400.00
Travel to Clinical Agencies	Variable
TOTAL ESTIMATED COSTS	\$11,792.90-12,092.90

* This includes credits for pre-nursing curriculum.

HOW TO APPLY FOR FINANCIAL AID (LOANS/GRANTS)

Check this site for detailed information: http://www.reynolds.edu/studentaffairs/faid.htm	Submit FAFSA to Federal Government http://www.fafsa.ed.gov/ Reynolds code is: 003759
JSR Financial Aid Advisor Contact Information: <ul style="list-style-type: none"> ▪ 523-5455 Downtown ▪ 523-5368 Parham Rd Campus ▪ 523-5400 Western Campus 	Deadlines for submitting FAFSA: <ul style="list-style-type: none"> ▪ Fall semester=April 15 ▪ Spring semester=September 15 ▪ Summer semester=March 15

Respond to all financial aid correspondence *quickly* to ensure your aid is not delayed. One of the most common reasons students do not receive aid is a delay in responding to the Financial Aid officer.

Tip: Apply for financial aid early!

HOW TO APPLY FOR SCHOLARSHIPS

JSRCC scholarships are handled *separately* from financial aid. If you are applying for a JSRCC scholarship, your application materials should be submitted to the Scholarship Office.

Submitting JSRCC scholarship application materials to the college's Financial Aid office could cause your application to be delayed or misdirected.

- Please contact the JSRCC Scholarship Office to obtain an application: 804-523-5084
- Numerous scholarships have separate applications available at the Scholarship website:
http://www.reynolds.edu/jsr_fnd/supportfdn/areas/scholarships.htm

Deadlines for submitting application to the Scholarship Office are:

- Fall Semester: March 31
- Spring Semester: October 1

APPLICATION AND ACCEPTANCE SUMMARY

1. Student has declared pre-nursing CSC program course of study.
2. Student completes Pre-Nursing and Allied Health Certificate Program course work with C or better and a GPA of 2.5 or higher.
3. All transfer courses from colleges and/or VCCS programs are officially recorded in the student's program of study.
4. Student completes Kaplan Nurse Admissions Test.
5. Student completes Math Placement Test.
6. During the student's last semester of the Pre-Nursing and Allied Health Certificate, he/she attends a Nursing information session. (See website for dates)
http://www.jsr.vccs.edu/jsr_hmt/bulletin.htm
7. After attending Nursing information session, successful completion of the Pre-Nursing and Allied Health Certificate Program, and placement tests (Kaplan Nursing Admissions and Math) with required scores; the student completes an application.
8. Student submits a complete application packet by the deadline date (see page 8).
9. All applications are reviewed for completeness. Incomplete applications will not be considered. Upon receiving notification of not being accepted for that start semester applicants may retrieve a copy of their packet.

Completed applications include the following:

- Unofficial high school transcript (official is on file with Central Admissions and Records)
 - Unofficial college transcript (if pre-requisites were not taken at JSRCC or completed at a non-VCCS school. Official transcripts must be sent to Central Admissions and Records, form 11-0036 must be submitted to transfer VCCS courses to JSRCC)
 - Copy of qualifying scores on Kaplan Nursing Admission Test
 - Copy of qualifying scores on Math Placement tests
10. Applications are rank based on the following:
 - GPA (within Pre-Nursing courses, includes each course attempt)
 - Kaplan Nursing Admission Test Scores
 11. Once the cohort is filled an alternate list is generated.
 - The alternate list does not carry over from one semester to the next.
 - The alternate list is only maintained until the start date of the program in the cohort start semester.
 12. Applicants are notified via Central Admissions and Records by the end of May for a Fall semester start, October for a Spring semester start and March for a Summer start.

13. If a student is not admitted one semester and wants to be considered for the next semester, he/she must reapply. The student may pick up a copy of the rejected application from Central Admissions and Records Nursing Application Process.
14. Students in Allied Health programs are required to have American Heart Association Basic Life Support C.P.R. for the Health Care Provider. Documentation is required and must be provided prior to the first nursing class. Classes are offered at the College as well as various organizations in Richmond.
15. Once accepted, students admitted into the AAS Nursing Program are required to complete a (1) Health form, (2) Criminal Offender Record Information (CORI) check, (3) Drug Screening; and (4) course registration forms. These must be completed and returned by the deadline date or students will lose their seat in the program.
16. Students who seek to defer his/her acceptance to a future term must reapply.
17. *Health Form*: Admitted students must have a health form completed by their physician prior to start of the first clinical course. Forms are distributed to students during the program's mandatory orientation. A complete Health Form includes the following documentation:
 - Medical history
 - Complete physical
 - A negative Mantoux within six months of the first nursing class. This documentation must include date and results. If Mantoux is positive then a chest x-ray is required within the past seven years and a letter from student's physician indicating no active disease.
 - Tetanus/Diphtheria (coverage must cover the entire length of the program)
 - Measles, Mumps and Rubella (MMR) documentation of positive titer or two live doses
 - Varicella (Chicken pox) documentation of positive titer or two live doses
 - Hepatitis B – documentation of positive titer or three doses of vaccine.
18. *Drug Screening*: Some clinical partners require drug screenings for clinical placement at their facility. These providers reserve the right to refuse and/or reject students whose drug test does not meet facility guidelines. Students who test positive for the presence of illegal drugs may lose their clinical placement and may have difficulty with placement in another facility. Students who cannot complete their clinical practica are ineligible for graduation.
19. *CORI*: Students enrolled in an Allied Health program that includes a clinical placement are required to complete a Criminal Offender Record Information check in accordance with Virginia state law. Virginia law permits clinical agencies to require CORI checks for all employees and/or volunteers who have direct or indirect contact with patients and/or clients. Clinical agencies reserve the right to refuse and/or reject students who do not meet their facility CORI and drug screen guidelines. Please be advised that the ability to complete clinical requirements of the Nursing Program is specifically conditional on a satisfactory CORI check. Admission into the Nursing Program which requires a clinical practicum does not represent or warrant an agreement that a student is eligible for a clinical placement. Students who do not complete required clinical coursework are ineligible for graduation.
20. In order to maintain a seat in the Nursing program specific deadlines must be met for each of the activities or items discussed above. If a student misses a deadline, he/she will be notified of his/her removal from the list of accepted students. The next student on the alternate list will be notified of his/her acceptance into the program. This list does not carry over from one semester or application period to the next.

Documents and activities that must be submitted and completed by a specific deadline date include:

- ✓ Mandatory Orientation
- ✓ Health Form
- ✓ CPR documentation
- ✓ CORI / Drug Screen

FAQs

FREQUENTLY ASKED QUESTIONS

✓ **What's the difference between BIO 141/142 and NAS 161/162?**

BIO-141/142 are identified as 4 credit Anatomy & Physiology classes. We are encouraging all students to take these courses because they are fully transferable to a B.S.N. program. NAS161/162 are 4 credit Health Science courses that integrate anatomy and physiology, microbiology, chemistry, and physics. These two courses are less transferable into BSN programs which require separate science courses and will not be offered at JSRCC after fall 2011.

✓ **Is there a time limitation as to when I took a math course?**

A student must have completed MTH 126 or higher within the last 10 years and place into MTE Level 3 or above. Math Placement test must be within one (1) year of application to pre-nursing CSC. The new math placement test cannot be repeated.

✓ **Why do LPNs have to take the Kaplan Preadmission Test?**

The Kaplan pre-admission tests provide you, and the Program, information about your reading comprehension and math level of competency. Our research indicates that having a reading comprehension level equal to that of the textbooks used in the program, assists in predicting your success with the program. The same data is applicable to management of dosage calculations. Understanding your strengths, weaknesses and areas of concerns, assists us in advising students who find the associate degree program challenging.

✓ **Do I need to have CPR certification when I enter the program?**

Yes, the American Heart Association, Basic Life Support for Health Professionals is mandatory. Their program offers a two year certification, which should cover the length of the program. JSR and other Richmond area health care providers offer this course.

✓ **Why only 60 seats for beginning nursing students for fall and spring class?**

The number of seats identified for admission is established based on the number of clinical agencies and clinical faculty we have available, based on groups of 10 students per a clinical site. We currently admit 60 students into NUR-111 (Nursing I) and 20 students into the LPN to RN track. If we have only 10 LPNs qualified for admission, the number of students admitted to NUR-111 will increase to 70. Effective use of faculty and clinical learning sites is primary in meeting the learning needs of all students.

✓ **Where are the clinical locations and how far will I have to travel?**

The Nursing Program utilizes a variety of hospitals and mental health facilities throughout the Richmond Metropolitan area.

✓ **What developmental course(s) do I take if I didn't have a C or better in high school Biology, Chemistry, and/or Algebra?**

The college offers BIO 1 or CHM 1. These are "refresher" courses. The credits are not transferable or applicable to graduation requirements for the Associate degree but do apply for the pre-nursing certificate. If a student needs high school algebra, they must test out or complete MTE modules 1 through 6.

✓ **Once accepted, what minimum GPA do I have to maintain?**

All nursing students must maintain a minimum GPA of 2.0.

✓ **Will grades be averaged together if a pre-requisite course was taken more than once?**

Yes

- ✓ **Do math placement tests transfer from other VCCS schools?**
Yes
- ✓ **Is pre-nursing at another VCCS school accepted at JSRCC?**
Yes. A student must have 12 credits completed at JSRCC for transfer credits to be considered.
- ✓ **What do I list as grades for transfer courses?**
The letter grade received for the course.
- ✓ **Do you accept Tease test scores?**
No, we require everyone to take the Kaplan test for consistency with our admission process. Kaplan pre-admission test is free.

Kaplan questions

- ✓ **How many times can I take the Kaplan test?**
Twice within a 3 year time period.
- ✓ **How long are Kaplan scores good for?**
3 years
- ✓ **If I take the Kaplan test twice, do you take the higher scores from each test?**
Yes
- ✓ **When can I take the Kaplan test?**
It is recommended that a student complete their science courses prior to taking the Kaplan pre-admission nursing test
- ✓ **How do I obtain the Pre-Nursing Certificate?**
You must apply on-line at your Student Service Center in SIS and click on Apply for Graduation. Additional graduation information is available at http://www.jsr.vccs.edu/jsr_ar/graduation.htm or visit the Student Success Center for assistance.

APPLICANT CHECKLIST

Students must complete all requirements of Pre-Nursing and Allied Health CSC

Checklist for the Traditional RN application

- _____ Date Completed Unofficial copy of college transcripts (if applicable) – include in application
- _____ Date Completed Kaplan Nurse Admissions Test – include in application
- _____ Date Completed Math Placement Scores – include in application
- _____ Date Completed Completion of all 27 general education courses – include transcript in application
- _____ Date Completed Associate Degree Nursing application form

Checklist for the LPN to RN application

- _____ Date Completed Unofficial copy of college transcript (if applicable) – include in application
- _____ Date Completed Kaplan Nurse Admissions Test – include in application
- _____ Date Completed Math Placement Scores – include in application
- _____ Date Completed Completion of all 27 general education courses – include transcript in application
- _____ Date Completed Copy of unrestricted Virginia LPN license – include in application
- _____ Date Completed Associate Degree Nursing application form

Checklist for Transfer student for Core Clinical Nursing Program (applying to be a student at J. Sargeant Reynolds Community College)

- _____ Date Completed Unofficial copy of college transcript and nursing transcript – include in application.
- _____ Date Completed For transfer credit, copy of nursing course syllabi for each course requesting transfer credit.
- _____ Date Completed Letter from Director of Nursing at current nursing school stating student is in good standing and can return to that School of Nursing
- _____ Date Completed Kaplan Nurse Admissions Test – include in application
- _____ Date Completed Math Placement Scores – include in application
- _____ Date Completed Associate Degree Nursing application form