

Application Information & Instructions
for
ASSOCIATE OF APPLIED SCIENCE: PRACTICAL NURSING PROGRAM

MINIMUM ADMISSION CRITERIA

Cumulative GPA

1. Minimum **GPA of 2.25** (on a 4.0 scale) in all completed coursework from all colleges and universities attended.
2. All prerequisite courses must be completed satisfactorily by the end of the semester of application. Some prerequisite courses may be in progress “IP” at the time of application. Midterm grades are evaluated for provisional admission.
3. Final grades of “C” (2.0) or better are verified for courses in process before final acceptance is approved.

PN Prerequisite Courses

Minimum grade of “C” (2.0) in the following classes; may repeat science courses one time only; most recent grade used for application.

- BIOL 252 or equivalent Anatomy (minimum 4 semester credits)
- CHEM 105 or equivalent General Organic/Biochem
- ENGL 101 or equivalent College Writing
- PSYC 101 or equivalent Introduction to Psychology
- MATH Core Mathematics

Entrance Test

Completion of entrance test prior to application deadline. Achievement of a minimum composite score of 50% is required. (See entrance test information on NHS web site for details.) Test scores are automatically sent to the Division upon completion of the test and scoring; you do not need to provide a copy. The entrance test may be taken each time the student applies. The most recent score is used.

Performance Standards

Ability to meet Performance Standards for Division of Nursing & Health Sciences Students. (See NHS web site for Performance Standards.)

Current C.N.A. Certification

Submit copy of State Nurse Aide Certification card (C.N.A.). Certification must be valid until first day of starting the program. Certificate of course completion is not sufficient. All testing must be completed 4 weeks prior to the beginning of the first semester in the program. **Priority is given to applicants who submit C.N.A. state certification at time of application.** Students who have expired C.N.A. certification or who wish to petition for certification must contact the state certification board. (To locate a C.N.A. course, contact LCSC Workforce Training (www.lcsc.edu/wft) or a provider in your area.)

Bureau of Facility Standards
CNA Registry
PO Box 83720
Boise, ID 83720-0036

Being Updated

TOEFL Scores for Non-native English Speakers

Applicants to any NHS program for whom English is not the first and native language are required to take the iBT (internet TOEFL) or the IELTS test within two years prior to the date of application. A minimum score of 76 on the iBT test with a verbal sub-score of at least 23 or 6 on the IELTS with a verbal sub-score of at least 6 is required. (Please see Nursing & Health Sciences Division for additional ways to demonstrate English proficiency.)

Course Descriptions

Course descriptions for all pre-requisite courses completed outside the state of Idaho must be submitted with the application to determine equivalency.

General Education Coursework

LCSC college policies apply: 2.0 overall GPA in general education coursework. Support courses (listed above) require 2.0 in each course.

Background Check

Applicants who do not meet background check standards will not be admitted to any NHS program. Background check policy is detailed in the Pre-Program Handbook under Other Policies & Information. (www.lcsc.edu/nurdiv)

Previously admitted students who have left the program must follow the Re-Entry Policy. Please see your academic advisor and the NHS Student Handbook for assistance.

Admission to the nursing program is competitive. These are the minimum standards for inclusion in the application process. Meeting the minimum criteria does not guarantee admission to the program. See your advisor if you have questions about the admission process. NHS Pre-Program Policies & Information can be found on the Division web site in the left toolbar (called Pre-Program Handbook).

APPLICATION PROCESS

Applications will be accepted September 1 – September 15

1. Submit Lewis-Clark State College Application to the Office of Admissions **at least one month** before the application deadline. This step is required for any applicant not currently enrolled at LCSC or whose current status is 99 Non-Degree-Seeking. Admittance must be as a 611 Pre-Practical Nursing major. Application is available at www.lcsc.edu/admissions.
2. Request one copy of official transcripts from all colleges and universities (other than LCSC) attended. These must be received by LCSC before September 15. Send to: Office of Admissions, 500 8th Avenue, Lewiston, ID 83501. Phone: 208-792-LCSC.
3. Complete application procedure using the following check list:
 - Pay \$35 non-refundable application fee at Cashier's Window. If you are mailing your application, phone the Cashier at 208-792-2351 to make payment via credit card. LCSC accepts MasterCard, American Express, Discover Card or an electronic check.
 - Turn in the following application materials as a packet to the Division of Nursing & Health Sciences between September 1 – September 15.
 - Application form (pg. 6)
 - Résumé: Submit a copy of your professional résumé along with your application. Emphasize C.N.A. work experience. Include specific dates for employment or volunteer experience.
 - Copy of current State Nurse Aide Certification card (C.N.A.)
 - Course Descriptions (transfer students)
 - Unofficial documentation of current course enrollment at any college other than LCSC. Course schedules should be accessible from online student records system such as mynic at NIC or vandalweb at U of I
 - Copy of official TOEFL results
 - Entrance Test

Application is considered complete when the above items have been received by the Division of Nursing & Health Sciences. Incomplete applications or applications received outside the application windows will not be considered for admission. You will be notified by e-mail if your admission application is incomplete.

SELECTION CRITERIA

Admission to the PN Program is based upon a complex set of criteria and is competitive. These are the minimum standards for inclusion in the application process. Meeting the minimum criteria does not guarantee admission to the program. (detailed on pp. 1-2 of packet)

	Criteria	Explanation	
1.	TOEFL	English proficiency contributes to success in the PN Program.	
2.	Current Certification as a CNA (Certified Nursing Assistant)	Prior health care experience is associated with increased understanding of the nursing profession and program success.	
	Criteria	Explanation	Maximum Points
3.	Cumulative College GPA Minimum 2.25 (All courses, all colleges attended)	Higher academic achievement is associated with success in the PN Program.	15
4.	GPA of Pre-requisites (2.0 grade in each course) <ul style="list-style-type: none"> ● Organic and Biochemistry ● Anatomy (4 semester credits) ● College Writing ● Mathematics ● Psychology (Midterm or final grades)	Higher achievement entering the program is associated with success in the program.	40
5.	Entrance Exam Must achieve 50% composite score	Basic academic skills are essential for success in the PN Program.	30
6.	Resume: C.N.A. work experience	Prior healthcare experience and educational mobility are valued.	8
7.	Number of pre-requisite, core and PN support courses completed with a C or above at time of application	Acknowledge applicants who have applied previously and those ready to start the program.	7
TOTAL POSSIBLE POINTS			100

- Provisionally admitted students are fully admitted once all admission criteria have been met.
- Students who fail to meet admission criteria at the semester's end will have their provisional admittance withdrawn.

NOTIFICATION OF ADMISSION STATUS

1. Applicants will be notified by mail of their admission to the Program.
2. Applicants provisionally admitted to the Program must return a Reply Form indicating their intention to attend the LCSC Program. If not received by the deadline noted on the Reply Form, the applicant's name will be removed from the admission list. Admission is finalized once the Reply Form has been returned and all admission requirements are met (final semester grades will be evaluated to ensure applicant continues to meet admission criteria; health care requirements).
3. Provisionally admitted students are required to attend an orientation session at the Lewiston campus prior to entry. It is recommended that students on the Alternate List also attend the session.

IMMUNIZATION, CPR, & BACKGROUND CHECK REQUIREMENTS

1. All LCSC nursing and radiography students are required to provide official documentation regarding currency of immunizations, CPR, and background check requirements. NHS uses Certified Background.com to track these requirements. Begin well in advance to build your tracker. Your Tracker must be completed by **December 1**. For details go the NHS website, www.lcsc.edu/nurdiv; click on **Current Students**; click on **Immunization, CPR, & Background Check Requirements**.
2. **If requirements are not met by the deadline, the applicant's name will be removed from the admitted student list, and the space will be given to a student from the Alternate List.**
3. Students are responsible for maintaining currency and accuracy of health records throughout their time in the program.
4. Appointments can be made with LCSC Student Health Services (208-792-2251), Health Department (208-799-3100), or personal care provider for immunizations or titre levels.
5. CPR classes are offered through LCSC Workforce Training. www.lcsc.edu/wft

OTHER INFORMATION FOR APPLICANTS

1. All LCSC NHS students are required to **complete an annual Certified Background check**. Information will be provided on admission to the Program. NHS Pre-Program Policies & Information can be found on the Division web site in the left toolbar (called Pre-Program Handbook). The background check plus Immunization Tracker costs are approximately \$75 annually.
2. **Clinical experiences are sometimes conducted in outlying areas** – Orofino, Pullman/Moscow, Spokane, Grangeville, Clarkston, etc. Clinicals are held at variable times (day, evening and night shifts). All students should anticipate travel and variable shifts. All clinical locations and schedules are subject to change. Students are required to provide their own transportation and bear the expenses for all travel and most housing related to clinical experiences.
3. Financial Aid: if summer coursework is required for your program of study, meet with the Financial Aid office to arrange appropriate disbursement of funds.
4. Students in all NHS programs have significant costs for textbooks (up to \$1000/semester), course fees (lab supplies, assessment testing, liability insurance), and uniforms/supplies.



Application Fee (\$35)
Pay at the Cashier's Office
 Account 11-01-187602-41003
 Receipt # _____
 Date _____ Cashier's Initials _____

ASSOCIATE OF APPLIED SCIENCE: PRACTICAL NURSING APPLICATION

Applying for:

- Spring Semester Admission _____ (Year) September 1 – 15 Application Window

PERSONAL INFORMATION

Last Name		First Name		Middle Name		Maiden Name	
Permanent Address (Street, Apt #)				City, State, Zip			
Local Mailing Address (if different from above)				City, State, Zip			
Primary Phone		Secondary Phone		LCSC Student I.D. Number		Social Security Number	
E-mail address			State of legal residence		Current Certificate or License (circle all that apply) CNA EMT Paramedic Provide copy of license or certificate.		
Person to contact in case of emergency			Telephone		Relationship		

EDUCATIONAL RECORD

Beginning with the most recent, list all colleges and universities attended, regardless of length of attendance. Include any educational institution you are currently attending.

College or University	Location: City and State	Dates of Attendance		Degree or Certificate Earned
		FROM: Mo./Yr.	TO: Mo./Yr.	

PRE-REQUISITE COURSES COMPLETED OR IN PROGRESS

Course	Institution	Prefix & Course #	Credit Hours	Name of Course (attach course descriptions for courses taken outside of Idaho)	Semester/Year Taken	Grade ("IP" if currently in progress)
CHEM 105 Organic/Biochem						
BIOL 252 Anatomy						
ENGL 101 College Writing						
MATH Core Mathematics						
PSYC 101 Psychology						

C.N.A. certification complete: Yes No If no, completion date and location of class: _____

Is English your first and native language? Yes No iBT or IELTS score _____ or date test scheduled _____

Attach completed Study Plan.

Applicant Signature

Date

Advisor Name & Signature

Date

Being Updated