

**Application Information & Instructions**  
for  
**BACHELOR OF SCIENCE IN NURSING PROGRAM – RN to BSN TRACK**

**MINIMUM ADMISSION CRITERIA**

Cumulative GPA

1. Minimum GPA of 2.5 (on a 4.0 scale) in all completed coursework from all colleges and universities attended.
2. Completion of all prerequisite coursework. Prerequisite courses may be “in process” the semester of application.
3. Final grades of “C” (2.0) or better are verified for courses in process before final acceptance is approved.

General Education Coursework

All lower general education core requirements must be completed prior to program admission. LCSC college policies apply: 2.0 overall GPA in general education coursework.

RN to BSN Support 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 312 or equivalent      Pathophysiology
- PSYC 300, MATH 254      Statistical Methods  
or equivalent

Performance Standards

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

Registered Nurse Licensure

Current U.S. Registered Nurse license in good standing. On the application include your RN license number and state issuing it. If you do not hold a current RN license, provide a written statement regarding your plans to complete the licensing exam.

Course Descriptions

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

Immunization, CPR and Background Check Requirements

All LCSC nursing and radiography students are required to provide official documentation regarding currency of **immunizations, CPR, and background check** requirements. Details pg. 4.

## 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](http://www.lcsc.edu/nurdiv))

***Admission to the BSN 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 website in the left toolbar (called Pre-Program Handbook).***

## APPLICATION PROCESS

**Applications will be accepted January 15 - February 1 and September 1 - 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 616 Pre-Nursing RN track major. Application is available at [www.lcsc.edu/admissions](http://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 February 1 or September 15. Send to: Office of Admissions, 500 8<sup>th</sup> 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 your academic advisor for review and signature between **January 15 - February 1** or **September 1 - 15**.
    - Application form (pg. 6-7)
    - Course Descriptions for prerequisite courses (transfer students)
    - Current RN license information or written statement regarding when you plan to obtain the license
    - 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.
  - Health, CPR, and background check requirements met by **February 1** or **September 15**.

**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.**

**Make an appointment with your nursing advisor early in the application process to review your transcripts, create an appropriate plan of study, and discuss the Idaho State Nursing Articulation Plan. Graduates from the LCSC BSN Program must meet all lower and upper division core requirements, complete 32 residency credits, 36 upper division credits, and a total of 128 credits.**

**Note:** Upon completion of the admission process and verification of passing the National Council Licensure Examination for Registered Nurses (NCLEX-RN) and thus holding the RN license, the RN student is admitted to the Bachelor of Science in Nursing program. A maximum of 40 semester nursing credits are held in escrow until the required graduation check (semester before graduation). Students may also receive credit through direct transfer and challenge processes. Additional information found in Pre-Program

Information and Policies and NHS Student Handbooks. The BSN Program endorses the guidelines for educational mobility from the Idaho Statewide Nursing Articulation Plan (see [http://www.nurseleaders.org/Advancing\\_My\\_Education.htm](http://www.nurseleaders.org/Advancing_My_Education.htm)).

## SELECTION CRITERIA

Admission to the BSN Program is based upon cumulative grade point average and is competitive. Meeting the minimum GPA does not guarantee admission to the program. (detailed on pp. 1-2 of packet)

- 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

Applicants will be notified by mail of their admission to the BSN Program.

## IMMUNIZATION, CPR, & BACKGROUND CHECK REQUIREMENTS

1. By **February 1** (fall entry) or **September 15** (spring entry), applicants must provide official documentation regarding currency of immunizations, CPR, and background check requirements. **Applications will not be processed without this information. For details go the NHS website, [www.lcsc.edu/nurdiy](http://www.lcsc.edu/nurdiy); click on Current Students; click on Immunization, CPR, & Background Check Requirements.** The background check plus Immunization Tracker costs are approximately \$75 annually.
2. NHS uses Certified Background.com and Magnus Health to track these requirements. Begin well in advance to build your tracker. If documentation is not provided by the specified dates, you will be considered out of compliance and dismissed from the program. Renewal dates are in the Tracker
3. Students are responsible for maintaining currency and accuracy of immunization records, CPR and background check throughout their time in the program. Annual updates are required.
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](http://www.lcsc.edu/wft)

## OTHER INFORMATION FOR APPLICANTS

1. Students are required to provide their own transportation and bear the expenses for all travel and housing related to clinical experiences. All students should anticipate travel and variable shifts. All clinical locations and schedules are subject to change.
2. The RN to BSN Track is offered via online delivery. Students are expected to possess basic computer competencies in word processing, electronic file management, email and web browsing. Students must have extended access to a computer with the minimum capabilities required for internet use and online courses. For more information on Distance Learning at LCSC, visit [www.lcsc.edu/dl](http://www.lcsc.edu/dl).
3. There are two clinical courses which must be completed in the USA, usually in your local area.
4. Students should plan to spend on average four hours a week per one credit of theory coursework. Each two-credit practicum course (NU 442 and NU 478) requires a minimum of 90 hours of combined coursework and associated clinical activities.



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

**BACHELOR OF SCIENCE IN NURSING PROGRAM APPLICATION**

**RN to BSN Track**

**Applying for:**

- **Fall Semester Admission \_\_\_\_\_ (Year)     January 15 – February 1 Application Window**
- **Spring Semester Admission \_\_\_\_\_ (Year)     September 1 – 15 Application Window**

**Incomplete applications will be returned**

**PERSONAL INFORMATION**

Last Name		First Name		Middle Name		Prior Name	
Permanent Address (Street, Apt #)				City, State, Zip			
Primary Phone		Secondary Phone		LCSC Student I.D. Number			
E-mail Address					Current RN License Number		State
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**

**Support Coursework – fill in all courses, completed or currently In Progress**

Course	Institution	Prefix & Course #	Credit Hours	Name of Course (attach course descriptions for courses taken outside of Idaho)	Semester/Year Taken	Grade (write "IP" if currently in progress)
BIOL 312 Pathophysiology						
PSYC 300 Statistics						

**Core Status (check TRER – Transfer Equivalency Report in Warrior Web)**

Core ID = Lower Core Complete

Core ST = Upper Core Complete

**IF neither Core ID nor Core ST, fill in the table below.**

**Lower General Education Core Coursework**

Course	Institution	Prefix & Course #	Credit Hours	Name of Course (attach course descriptions for courses taken outside of Idaho)	Semester/Year Taken	Grade (write "IP" if currently in progress)
COMM Core Communications						
ENGL 101 College Writing						
ENGL 102 Research Writing						
HUM Literature						
HUM Fine Arts						
MATH Core Mathematics						
NS 150 Natural Sciences						
BIOL 252 Anatomy						
Social Sci. Core						
Social Sci. Core						
Social Sci. Core						

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
LCSC Advisor Name & Signature

\_\_\_\_\_  
Date