



## Application Information & Instructions

### BACHELOR OF SCIENCE IN NURSING PROGRAM – RN TO BSN TRACK

#### MINIMUM ADMISSION CRITERIA

#### Grade Point Average (GPA) Requirements

- A Cumulative GPA of 2.5 (on a 4.0 scale); measured using all completed coursework from *all* colleges and universities attended.
- Prerequisite course GPA of 2.0 (on a 4.0 scale).
- LCSC General Education Core GPA: an overall 2.0 GPA in Core courses is required (per LCSC college policy).

#### RN to BSN Track Prerequisite Course

- Statistics: An approved Statistics course (PSYC 300, MATH 253, MATH 153, or equivalent) must be completed or “In Progress” at the time of application.
- More than one attempt to attain a ‘C’ grade (GPA of 2.0) in prerequisite courses is permitted. When there is more than one attempt *for any reason*, the **most recent grade** is considered during the admission process.

#### General Education Core Coursework

All lower General Education Core requirements must be completed prior to program admission.

#### Registered Nurse Licensure

Current U.S. Registered Nurse license in good standing must be maintained throughout the program. Include your RN license number and state of licensure on the application (page 4). If you do not hold a current RN license, provide a written statement regarding your plans to complete the RN licensing exam.

#### Transfer Coursework/Course Descriptions

New transfer students must meet LCSC requirements/equivalency and should contact an LCSC nursing advisor prior to submitting an application. Transfer students who currently attend LCSC and have had transfer equivalencies reviewed with a nursing advisor are exempt from this requirement.

#### Health Requirements

There are two (2) courses (NU 442: Population Health and NU 478: Leadership for the RN) which require a volunteer service component. Students should be aware that some agencies require a background check and/or other requirements for volunteer service, and that it is the student’s responsibility to ensure these requirements are met. Health and Background Check information is detailed on the Student Resources page of the NHS website ([www.lcsc.edu/nursing](http://www.lcsc.edu/nursing)).

#### Performance Standards

Applicants must meet the Performance Standards for NHS students, outlined in the NHS Student Handbook under “Clinical Policies” ([www.lcsc.edu/nursing](http://www.lcsc.edu/nursing)).

## APPLICATION PROCESS

### Application Deadlines:

August 8 (for Fall Semester admission)

January 8 (for Spring Semester admission)

May 8 (for Summer Semester admission)

1. **Apply to LCSC at least one (1) month** before the program application window. 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. Apply online at [www.lcsc.edu/admissions](http://www.lcsc.edu/admissions).
2. **Transcripts:** Request one copy of official transcripts from all colleges and universities attended (other than LCSC). Transcripts must be received by LCSC before August 8, January 8, or May 8, in accordance with application cycle deadlines. Send to: LCSC Office of Admissions, 500 8<sup>th</sup> Avenue, Lewiston, ID 83501. Phone: (208) 792-2210.
3. **Apply to the RN to BSN Track:** Complete application procedure using the following checklist:
  - Pay \$35 non-refundable application fee via credit card by calling the Cashier's Office: (208) 792-2351.
  - Submit the following application materials as a packet to your academic advisor for review and signature during the appropriate application cycle:
    - Application form (pages 4-5)
    - Current RN license information or written statement regarding when you plan to obtain your license
    - Unofficial documentation of current course enrollment at any other college other than LCSC. Course schedules should be accessible from your institution's online student records system.
    - Copy of your RN-BSN study plan (contact your advisor if you do not have a current study plan)

**The application is considered complete when the above items have been received by the Nursing & Health Sciences Division.**

4. **Submit your application electronically:**
  - Scan or download and email your application to your RN-BSN advisor. Your application should be emailed from your LCMail account. If you do not have an advisor listed on your WarriorWeb profile, or have not been working with an advisor, email your application to Tessa Jilot: [tjjilot@lcsc.edu](mailto:tjjilot@lcsc.edu).
  - Pay your application fee by calling the Cashier's Office: (208) 792-2351.
  - **Due to COVID-19 protocol, all applications for the 2020-21 Academic Year must be submitted electronically via email.**

### Important Notes for Applicants

- **Check your LCMail account frequently** during the admission process. All email correspondence will be via LCMail only. You will be notified by e-mail when you have been admitted or if your application is incomplete.
- Incomplete applications will not be considered.
- Make an appointment with your advisor early in the application process to review your transcripts, create a study plan, and discuss the Idaho State Nursing Articulation Plan/Escrow credits\*. Graduates from the LCSC RN-BSN program must meet all lower and upper division core requirements, complete 32 residency credits, 36 upper division credits, and a total of 120 credits.

\*Upon completion of the admission process and verification of passing the National Council Licensure Examination for Registered Nurses (NCLEX-RN), and thus holding an RN license, the RN student is admitted to the Bachelor of Science in Nursing program. A maximum of 30 semester nursing credits are held in escrow until the required graduation check. Students may also receive credit through direct transfer and challenge processes. Additional information can be found in the NHS Student Handbook ([www.lcsc.edu/nursing](http://www.lcsc.edu/nursing)). The RN-BSN Program endorses the guidelines for educational mobility from the Idaho Statewide Nursing Articulation Plan.

## SELECTION CRITERIA

Admission to the RN-BSN track is based on successful completion of the Admission Criteria outlined on page 1. Students who meet the minimum standards are considered candidates for admission.

Provisionally admitted students must meet minimum admission standards at the end of the semester in which the student applied. Failure to meet admission criteria will result in forfeiture of provisional admission status. Students who continue to meet all admission criteria will be considered fully admitted.

## NOTIFICATION OF ADMISSION STATUS

Applicants will be notified **via LCMail of their admission to the RN-BSN track.** Your response is required for formal admission. Check your LCMail account regularly during the application process.

## HEALTH REQUIREMENTS

There are two (2) courses (NU 442: Population Health and NU 478: Leadership for the RN) which require a volunteer service component. Students should be aware that some agencies require a background check and/or other requirements for volunteer service, and that it is the student's responsibility to ensure these requirements are met. Health and Background Check information is detailed on the Student Resources page of the NHS website ([www.lcsc.edu/nursing](http://www.lcsc.edu/nursing)). NHS policies and information can also be found in the NHS Student Handbook. **No action is required at the time of application.**

Students are responsible for maintaining currency and accuracy of health requirements. Appointments can be made with LCSC Student Health Services (208-792-2251), the Health Department (Lewiston: 208-799-3100; Coeur d'Alene: 208-415-5100), or your personal healthcare provider for immunizations or titer levels. CPR classes are offered through LCSC Workforce Training ([www.lcsc.edu/workforce-training](http://www.lcsc.edu/workforce-training)).

## OTHER INFORMATION FOR APPLICANTS

1. There are two (2) courses (NU 442: Population Health and NU 478: Leadership for the RN) which must be completed in the USA, usually in your local area. Students are required to provide their own transportation and bear the expenses for all travel and housing related to practicum activities. It may be necessary to take days off work or other commitments to arrange practicum activities.  
  
Each practicum requires 90 hours of coursework and practicum activities. In NU 442, local community health agencies serve as practicum sites; this requires students be available during normal business hours. NU 478 is often completed at the student's place of employment.
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/e-learning](http://www.lcsc.edu/e-learning).
3. Students should plan to spend, on average, four (4) hours per week per one (1) credit of theory coursework. Each practicum course (NU 442 and NU 478) requires a minimum of 90 hours combined coursework and associated practicum activities.
4. To ensure progression through the program, students must complete all nursing coursework (NU prefix) within four (4) years of taking the first NU course. Those who do not must submit an Internal NHS petition requesting an exception.



**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 (check one):**

- |  |                                 |
|--|---------------------------------|
| <input type="checkbox"/> Summer Semester Admission: _____ (year) | Application deadline: May 8     |
| <input type="checkbox"/> Fall Semester Admission: _____ (year)   | Application deadline: August 8  |
| <input type="checkbox"/> Spring Semester Admission: _____ (year) | Application deadline: January 8 |

**Incomplete applications will be returned.**

**PERSONAL INFORMATION**

Last Name	First Name	Middle Name	Prior Name
Permanent Address (Street, Apt #) <b>Notify NHS of changes</b>		City, State, Zip	
Primary Phone	Secondary Phone	LCSC Student I.D. Number	
LCMail 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.	

Bachelor's degree or higher held?  Yes  No Degree & College/University awarding: \_\_\_\_\_

How did you hear about our program? \_\_\_\_\_

**PRE-REQUISITE COURSES COMPLETED OR IN PROGRESS**

**Prerequisite Coursework – fill in for courses, completed or currently In Progress (IP)**

Course	Institution	Prefix & Course #	Credit Hours	Name of Course	Semester/Year Taken	Grade (write “IP” if currently in progress)
Statistics						

**Core Status - Student: check Transfer Equivalency Report in Warrior Web for the following:**

- Core ID = Lower Core Complete       Core ST = Upper Core Complete

**Complete only if not designated Core ID or Core ST on Trans. Equiv. Report: Lower General Education Core Coursework**

Course	Institution	Prefix & Course #	Credit Hours	Name of Course	Semester/Year Taken	Grade (write “IP” if currently in progress)
ENGL 101 College Writing						
ENGL 102 Research Writing						
COMM Core Communications						
HUM/Art/Lit/ Lang #1						
Hum/Art/Lit/ Lang #2						
MATH Core Mathematics						
SCIENCE Core Lab Science						
BIOL 227 Human A&P I						
Social Sci Core						
Social Sci Core						
Social Sci Core Diversity						

**Advisor Checklist:**

- Evaluate TRER for acceptable transfer of General Education Core, support, and prerequisite coursework
- Complete Course Substitutions required for degree audit substitution (NU credit)
- Verify all information is correct, complete, and legible
- Ensure all needed documents are attached (Course Substitutions, Course Descriptions, Study Plan)
- Sign

**Applicant:** *By signing below, I certify that I have read and understand this application in its entirety, and I have read and understand the NHS Student Handbook ([www.lcsc.edu/nursing/student-resources/](http://www.lcsc.edu/nursing/student-resources/)).*

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Advisor Signature

\_\_\_\_\_  
Date