

## NURSING PROGRAM

**INSTRUCTION SHEET – ADVANCED STANDING (LPN or TRANSFER NURSING STUDENT)  
JANUARY 2013**

Enclosed is the information you will need to apply to the Butler County Community College Advance Standing Nursing Program. Applications for January 2013 (Second Semester) will be accepted from **February 1, 2012 to March 31, 2012 for priority consideration**. Applications received after March 31, 2012 will be accepted **ONLY** on a space available basis.

You must have passed the National Council Licensing Examination for Practical Nursing (NCLEX-PN) and have a current, valid PA Practical Nursing license. You must meet the criteria for admission to the nursing program, including the pre-requisite requirements of Chemistry with a lab with a grade of C or better and Anatomy and Physiology 1 with a lab and a grade of C or better. In addition, college-level courses in General Psychology and Physical Wellness must be completed by the end of the fall 2012 semester. All students who have not completed a college level English and/or math course will be required to complete placement tests. Any required preparatory or developmental course must be completed prior to the start of the fall 2012 semester.

The application/admission procedures are as follows:

1. Complete and return the enclosed **application** to the Admissions Office. If you are a first-time applicant to the College, you must also send **a non-refundable application fee of \$25.00** with your application. **To ensure that you have met and submitted all admission requirements**, please complete the enclosed checklist.
2. Include a copy of the display portion with signature of your current **PN LICENSE WITH YOUR APPLICATION**.
3. Have a **new official high school transcript** sent to the Admissions Office at the College, whether or not you completed high school. If you have a General Equivalency Diploma (GED), you must send us a record of your scores (percentile listing) on the GED examination. We will also need a transcript from your practical nursing program and from any other educational program or institution which you have attended.
4. Please call the Admissions Office approximately three weeks after submission, to see if your application and transcripts have been received. Your application will not be evaluated until **all** of the above records are in your folder. A checklist is provided for your use and must be signed and included with the application.
5. Applications will be reviewed by the Admissions Committee in May, 2012. All applicants will be notified in writing as to whether they have met the admission criteria. Selected applicants will be offered conditional acceptance to the program and must complete NURS 135 Role Transition to Nursing Process during the Fall 2012 semester with a grade of "C" or higher. Class size is limited to 10 students. Students enrolled in NURS 135 must also successfully complete the final comprehensive examination for NURS 101 Nursing I: Introduction to Nursing Care and a math competency examination, which will be offered in December, 2012. Students meeting all requirements will be offered admission to the Nursing program for January, 2013.
6. If you have any questions about the admission process or would like to attend a nursing information session, please contact 724-284-8501. For nursing curriculum questions or requirements, please call the Dean of Nursing and Allied Health (724)287-8711, ext. 8364 for an appointment.

ADMISSIONS OFFICE  
BUTLER COUNTY COMMUNITY COLLEGE

**CRITERIA FOR ADVANCED STANDING ADMISSION FOR LICENSED PRACTICAL NURSES  
AND NURSING TRANSFER STUDENTS**

LPNs may be eligible for advanced standing in the BC3 Nursing Program. Those meeting all admission requirements can enroll in NURS 102 during the spring semester on a space-available basis. Admission is selective and limited. A special application packet, available from the Admissions Office, is required. Applications are accepted from February 1 – March 31, 2012 for priority consideration. Applications will be accepted after March 31, 2012 **ONLY** on a space available basis.

All applicants are considered equally regardless of race, color, religious creed, ancestry, national origin, age, or gender.

The State Board of Nursing may refuse, suspend or revoke any license in any case where the Board shall find that the applicant:

- Has been convicted or has pleaded guilty or entered a plea of nolo contendere or has been found guilty by a judge or jury of a felony or a crime of moral turpitude, or has received probation without verdict, disposition in lieu of trial or an Accelerated Rehabilitative Disposition in the disposition of felony charges, in the courts of this Commonwealth, the United States, or any other state, territory or country;
- Has committed fraud or deceit in securing his or her admission to the practice of nursing or to nursing school;
- Is unable to practice professional nursing with reasonable skill and safety to patients by reason of mental or physical illness or condition or physiological or psychological dependence upon alcohol, hallucinogenic or narcotic drugs or other drugs which tend to impair judgment or coordination, so long as such dependence shall continue.

The Nursing Admissions Committee assumes the responsibility to review the data of all applicants and has the right to select the best qualified individuals.

**A. High School Requirements**

- High school diploma from an accredited secondary school program, or successful completion of the G.E.D.
- High school course requirements for all applicants include satisfactory completion of the following:
  - 4 units of English
  - 3 units of social studies
  - 2 units of math (one must be algebra)
  - \*1 unit of biology (with lab) with a final grade of "C" or better
  - \*\*1 unit of chemistry (with lab) with a final grade of "C" or better

\*Advanced Standing applicants must complete A&P I prior to taking Nursing 135. A&P I must be taken within the past 5 years and at the same institution as A&P II.

\*\***If Chemistry** was taken **MORE THAN FIVE YEARS AGO**, a chemistry course (with lab) must be completed with a grade of "C" or better.

- Unmet high school requirements may be taken at BC3 or at another college of your choice. **These courses must be completed prior to acceptance into the Nursing Program.**

**B. Current, valid, Pennsylvania LPN licensure.**

**REMINDER – IMPORTANT INFORMATION ON THE BACK OF THIS PAGE.**

- C. **Placement Testing** – New students to BC3 are required to take the College placement tests for appropriate initial placement in courses, i.e. English, reading and math. If it is determined that placement tests are needed, you will be notified.

If placement test scores indicate a need for skill building classes in English, reading and/or mathematics, students will be required to enroll in those courses. All preparatory classes must be completed with a minimum grade of “C” prior to the start of the fall 2012 semester.

- D. **Completion of all First Semester general education courses** with a grade of "C" or better **by the end of the FALL SEMESTER prior to enrolling in the Nursing Program:**
- Physical Wellness
  - General Psychology

- E. **Completion of NURS 135 Role Transition to Nursing Process with a grade of “C” or better during the FALL SEMESTER prior to enrolling in the Nursing Program.**

Applicants offered a provisional acceptance to the program are eligible to enroll in the course. Enrollment in NURS 135 is limited to 10 students.

- F. **Cumulative College G.P.A. of 2.8 or better**

**NOTE: If Human Anatomy & Physiology I, Human Anatomy & Physiology II, and/or Microbiology were taken at the college level prior to admission to the nursing program, these courses must have been completed within the last five years with a minimum grade of “C”. Both A&P I and A&P II must be taken at the same institution.**

<p><b>A grade of "C" or better in all Nursing Program courses is required - for Acceptance, Enrollment, and Continuation - in the program.</b></p>
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- G. **Work Experience:**

LPNs must have current work or school clinical experience at the time of enrollment.

- H. **Nursing Examination Requirements:**

Applicants must pass the NURS 101 final exam with a grade of “C” (75%). In addition, the LPN must successfully complete NURS 141. College credit-by-examination fees apply and must be paid prior to completing the examinations.

LPNs that meet admission requirements and successfully complete both of the above courses will be exempt from NURS 101 and receive eight (8) advanced standing credits. **The offer for admission will apply to NURS 102 for that academic year only. There is no deferred acceptance.**

- I. **Physical and Emotional Health:**

Prior to beginning nursing courses (NURS) students must have the physical and emotional ability to provide all aspects of safe nursing care as evidenced by the assessment of a physician or nurse practitioner.

- J. **Criminal Record Check and Child Abuse History Clearances**

Act 34/151 Pennsylvania State Police Criminal Record Check and Pennsylvania Child Abuse History Clearance and Pennsylvania Department of Public Welfare (FBI) Background Clearance (fingerprints) are required prior to beginning Nursing Courses (NURS) and must be in compliance with PA State Board of Nursing requirements and the OAPSA (Act 169).

**The most current information is listed above. The College reserves the right to amend requirements at any time.**

# **BUTLER COUNTY COMMUNITY COLLEGE NURSING PROGRAM**

## **REQUIRED ABILITIES FOR NURSING COURSES**

Nursing courses require that students possess the following abilities:

- 1) Sufficient mobility to transfer and mobilize the non-ambulatory client, to assist an ambulatory client, and to perform emergency client care. Must be able to lift and/or support at least 50 pounds. Must be capable of full manual dexterity of upper extremities and unrestricted movement of both lower extremities, neck, shoulders, back and hips to safely carry a newborn and perform activities of daily living for the client unable to do so for himself.
- 2) Sufficient musculo-skeletal control to perform gross and fine motor tasks inherent in required skills; eg., the administration of medications and urinary catheterization.
- 3) Sufficient visual ability to read records, labels on medication containers, and calibrations on devices used to make physiological measurements; to observe changes in client status; and to observe unsafe environmental conditions.
- 4) Sufficient hearing ability to interpret messages not solely based on visual cues, to interpret conversation, and to detect sounds that indicate changing client status such as heart tones, breath sounds, and blood pressure.
- 5) Sufficient speech ability to convey oral messages to assigned clients and to other health team members.
- 6) Sufficient emotional stability to accurately perceive situations influencing the care of assigned clients and to make unimpaired observations and judgments regarding care of assigned clients.

Using a device or substance to meet required abilities is acceptable.

**Butler County Community College**  
**Curriculum Planner**  
**NURSING No. 208**  
**Associate in Applied Science Degree**

The Nursing Program at Butler County Community College is a two-year academically-based program that prepares the graduate to provide and manage direct care to individual clients and their families; and to function as an effective member of the health care team. The graduate is also educated to be a contributing member of the discipline of nursing, committed to professional growth, continuous learning, and self-development. Graduates are eligible to take the licensing examination for registered nurses (NCLEX-RN). The program prepares the graduate for employment as a registered professional nurse in a variety of community-based health care settings including hospitals, long-term care facilities, and other comparable agencies.

Program - Minimum 70 Credits

**First Semester**

	Nursing I: Introduction to Nursing Care	NURS 101	8
	Pharmacology for Nurses I	NURS 141	1
+a	Physical Wellness	PHED 125	2
+a	General Psychology	PSYC 201	3
+a	Human Anatomy and Physiology I	BIOL 131	<u>4</u>
			18

**Second Semester**

*	Nursing II: Nursing Care of Patients Throughout the Lifespan	NURS 102	9
*	Pharmacology for Nurses II	NURS 142	1
+*b	Human Growth and Development	PSYC 203	3
+*b	Human Anatomy and Physiology II	BIOL 132	<u>4</u>
			17

**Third Semester**

*	Nursing III: Nursing Care of Patients with Acute Health Problems	NURS 103	9
*	Pharmacology for Nurses III	NURS 143	1
+*c	English I	ENGL 101	3
+*c	General Microbiology	BIOL 201	<u>4</u>
			17

**Fourth Semester**

*	Nursing IV: Nursing Care of Patients with Complex Health Problems	NURS 104	8
*	Pharmacology for Nurses IV	NURS 144	1
*	Nursing V: Transition to Practice	NURS 105	3
+*d, e	Intermediate Algebra	MATH 100	3
+*d	English II	ENGL 102	<u>3</u>
			18

The student is encouraged to use the Curriculum Planner to keep track of courses taken and those still needed. In some cases one or more courses will be taken in a different order than indicated on the planner, but prerequisites must be observed.

- \* Indicates course has a prerequisite.
- a Must be taken before or with NURS 101 (Nursing I)
- b Must be taken before or with NURS 102 (Nursing II)
- c Must be taken before or with NURS 103 (Nursing III)
- d Must be taken before or with NURS 104 (Nursing IV)
- e College Algebra (Math 101) or higher may be substituted.
- + Courses that can be taken in advance of acceptance into the Nursing Program

## GENERAL STUDIES – PRE-NURSING (100N)

The following classes may be taken in advance of acceptance into the nursing program. If you are accepted into the A.A.S. Degree in Nursing (208) program, these classes will count toward the minimum credits required for the Nursing degree. You must achieve a grade of “C” or better in all of these classes as they are all required in the Nursing program; however, your chances of gaining admission to the Nursing program may be enhanced if you achieve at least “B”: grades or better in most of these courses. Chemistry 212 is recommended if the applicant needs to meet the Chemistry pre-requisite. The minimum GPA for admission to Nursing is a 2.80 or better.

<i>COURSE NAME</i>	<i>COURSE #</i>	<i>CREDITS</i>
Physical Wellness	PHED 125	2 credits
General Psychology	PSYC 201	3 credits
Human Growth & Development	PSYC 203	3 credits
Human Anatomy & Physiology I*	BIOL 131	4 credits
Human Anatomy & Physiology II*	BIOL 132	4 credits
English I	ENGL 101	3 credits
English II	ENGL 102	3 credits
Intermediate Algebra (must place into MATH 100 or successfully complete MATH 091 before enrolling in MATH 100)	MATH 100	3 credits
General Microbiology	BIOL 201	4 credits

**\*Both A & P I and II must be taken at the same institution. Both must have been completed within the last five years.**

**BUTLER COUNTY COMMUNITY COLLEGE**  
**ESTIMATED NURSING PROGRAM COSTS**

The following costs for the BC3 Nursing Program are only estimates. **These may be changed at any time without prior notice.** Additions may also be made to this list without prior notice. The BC3 Nursing and Allied Health Division has no direct control over these costs. *See BC3.edu for information on full time tuition rate.*

<b>Butler County Residents Tuition</b>	\$88.00 per credit
<b>All other Pennsylvania Residents College Tuition</b>	\$176.00 per credit
<b>All Non-Pennsylvania Residents College Tuition</b>	\$264.00 per credit
<b>Academic Enhancement Fee (All Students)</b>	\$4.00 per credit
<b>Comprehensive Fee (All Students)</b>	\$18.00 per credit
<b>Lab Fee</b>	\$25.00
<b>Parking Permit</b>	\$30.00/year or \$15.00/Spring Only
<b>Distance Education</b>	Additional \$15.00 per credit
<b>Malpractice Liability Insurance (per semester)</b>	\$10.00

**ADDITIONAL PROGRAM COSTS**

Pre-Entrance & Annual Physical Assessment	\$800.00--\$1,000.00 + immunizations
Urine Drug Screen (Annually)	\$50.00/per year
Clearances	
• PA State Police (PATCH) Criminal Record Check	\$10.00
• PA Child Abuse History Clearance	\$10.00
• PA Department of Public Welfare(FBI Background Clearance (Fingerprints)	\$33.00
Certified Background Electronic Document Tracking System	\$171.00
American Heart Association CPR for Healthcare Providers	\$15.00-\$50.00
Student Uniforms (approximately)	
Women's Skirt	\$18.00 - \$20.00
Women's top and pants	\$43.00 - \$51.00
Men's top and pants	\$50.00 - \$58.00
Lab Coat	\$25.00 - \$29.00
Warm-Up Jacket	\$25.00 - \$31.00
Bandage Scissors	\$5.00 – \$6.00
Watch with second hand, white shoes, and white stockings (Variable prices - to be purchased by student off campus)	
Textbooks (approximate and variable)	\$800.00 1st year \$310.00 2 <sup>nd</sup> year
HESI Computerized CURRICULUM SUPPORT PACKAGE	\$125.00/per semester
Fundamentals/Medical/Surgical Nursing administered at the end of NURS 101	
Customized: Medical Surgical, Maternity, Pediatric Exam at the end of NURS 102	
Customized: Medical Surgical, Psychiatric Nursing Exam at the end of NURS 103	
Pre-Licensure Readiness Test – HESI E <sup>2</sup> at the end of Nursing 105	
Computerized Nursing Case Studies for Classroom/Clinical Enhancement	
Remediation Support and NCLEX-RN Review Course (included)	
<b>Graduation Fee</b>	\$40.00
<b>NCLEX Exam Fee</b>	\$200.00
<b>State Board Initial Licensure Fee</b>	\$35.00
<b>Temporary Practice Permit Fee</b>	\$35.00
<b>Graduate Pin</b>	
<b>Gold-filled (can be purchased with or without guard)</b>	\$57.60 - \$75.20
<b>10K gold</b>	\$168.00

<p>A variety of loans, grants, scholarships, and/or other forms of financial aid are available to nursing students who qualify. Please inquire at the College Financial Aid Office in the Student Success Center (724) 287-8711 Ext. 8329.</p>	<p>02/16/07, 1/25/08, 5/27/09, 1/31/11, 6/22/11, 1/26/12.a.b</p>
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## **BUTLER COUNTY COMMUNITY COLLEGE**

### **NURSING APPLICATION – ADVANCED STANDING (LPN & TRANSFER NURSING STUDENTS)**

**JANUARY 2013**

#### **APPLICATION PROCEDURES AND FEES**

All persons who plan to take courses and programs that are offered for college credit at Butler County Community College must submit a properly completed Application for Admission. All applicants for admission to credit courses and programs, whether or not they intend to obtain a degree, certificate or diploma, are required to submit an Application Processing Fee payable to BC3. The Application Fee is a one-time only, **NON-REFUNDABLE** fee to cover the cost of establishing a permanent record for the applicant at the College. **The application fee is \$25.00.**

#### **READMITTED FORMER BC3 STUDENTS**

Students who have attended Butler County Community College in the past for credit courses and who are returning to the college after a delay of at least one semester must complete a new Application for Admission. The Application Processing Fee is not required for readmission.

#### **BEFORE MAILING THIS APPLICATION, PLEASE BE SURE YOU HAVE:**

1. Requested that your high school send official transcripts to the Admissions Office, Butler County Community College.
2. Requested official transcripts from any colleges attended be sent to the Admissions Office, Butler County Community College.
3. Enclosed your **NON-REFUNDABLE** application fee in the form of a check or money order payable to BC3. Readmitted former BC3 students do not pay the application fee.

MAIL TO: Admissions Office  
Butler County Community College  
College Drive, Oak Hills  
P. O. Box 1203  
Butler, PA 16003-1203

Butler County Community College is committed to providing equal opportunity in admissions and treatment of students, in educational programs for students, in employment opportunities and in governance of the College, without regard to race, color, religious creed, ancestry, national origin, handicap or disability, age or sex. For information regarding education and employment opportunity including services, activities and facilities that are usable and accessible to disabled persons, contact the Director of Human Resources, Butler County Community College by telephone at 724-287-8711, Ext. 8353, or in writing at P.O. Box 1203, Butler, PA 16003-1203. If a student, employee, or applicant is physically or mentally disabled, he/she may request special services and accommodations. Information on the College's services for disabled students may be obtained from the Academic Center for Enrichment at Ext. 8327. Employees or applicants should contact the Human Resources Office at Ext. 8353 for more information. A report of college crime statistics is available upon request through the Admissions Office or from the Dean of Students.



**PROGRAM FOR WHICH YOU ARE APPLYING – 100K NURSING**

APPLICATION YEAR

2013

Term

SPRING (JANUARY)

INTENDED STUDENT TYPE

F-Full Time

P-Part Time

LAST YEAR IN HIGH SCHOOL \_\_\_\_\_

HIGH SCHOOL GRADUATE

Yes  No  GED

NAME OF HIGH SCHOOL \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_

NAME OF EMPLOYER (if employed) \_\_\_\_\_

HAVE YOU EVER ATTENDED COLLEGE BEFORE?

Y – Yes

N – No

If you have earned a previous degree, please indicate the highest level.

Associate

Baccalaureate

Masters

Doctorate

*LIST ALL COLLEGES, BUSINESS OR TECHNICAL SCHOOLS ATTENDED – (INCLUDE BC3)*

Name of School	Name Used

Do you plan to transfer college credits to BC3 to satisfy program requirements or pre-requisites?  
(check one) Yes \_\_\_\_\_ No \_\_\_\_\_

PLEASE ANSWER THE FOLLOWING QUESTIONS AND SIGN AND DATE YOUR APPLICATION

1. Have you applied for the Nursing Program at BC3 previously? Yes \_\_\_\_\_ No \_\_\_\_\_  
If so, what year(s)? \_\_\_\_\_

2. Are you a graduate of a Licensed Practical Nurse Program (LPN)? Yes \_\_\_\_\_ No \_\_\_\_\_

I certify that the above information is true and correct to the best of my knowledge.

Application Date

Month

Day

Year

\_\_\_\_\_  
Your Signature

# ADMISSIONS LPN AND TRANSFER NURSING PROGRAM CHECKLIST ADVANCED STANDING – SPRING 2013

## SUBMIT COMPLETED CHECKLIST WITH APPLICATION

NAME \_\_\_\_\_ FORMER NAME \_\_\_\_\_

Please use this checklist to verify that all information is either included or has been requested.

1. \_\_\_\_ Complete **LPN Advanced Placement Application** by March 31, 2012 deadline.  
(Applications will be accepted after March 31, 2012 on a space available basis only.)
2. \_\_\_\_ Payment of **\$25.00 application fee** if you are a first time applicant to BC3.
3. \_\_\_\_ A copy of the display portion with signature of your current **PN License**.
4. \_\_\_\_ Request or submit official high school transcript **OR** a copy of GED test scores and transcript from last high school attended.
5. \_\_\_\_ Transcript requested from **Practical Nursing Program**.
6. \_\_\_\_ Requested transcripts from all **colleges** attended.

List all colleges \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. \_\_\_\_ **I have met or will meet the following requirement (with a grade “C” or better) prior to the start of the fall 2012 Semester:** (A check is required for each letter.)
  - A. \_\_\_\_ High School Chemistry (only chemistry completed from 2006-07 to 2011-12 school year is eligible)  
\_\_\_\_ College Chemistry – Completed from January 2007 to December 2011
  - B. \_\_\_\_ Anatomy & Physiology I – Completed from January 2007 to December 2011
8. \_\_\_\_ **I have met or will meet by the end of the fall 2012 semester:**
  - A. \_\_\_\_ Physical Wellness completed or list semester when expected to complete \_\_\_\_\_
  - B. \_\_\_\_ General Psychology completed or list semester when expected to complete \_\_\_\_\_
9. \_\_\_\_ I have a cumulative GPA of 2.8 or better from the most recent accredited college attended.
10. \_\_\_\_ I have clinical experience from either work or school within two years of admissions.

**I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.**

**YOUR SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_