

***NORTHERN MICHIGAN
UNIVERSITY***

***DEPARTMENT
OF
NURSING***

***Information Packet for the
Baccalaureate Nursing Program
RN to BSN Track***

www.nmu.edu/nursing/

University & Nursing Program Information

For specific questions regarding the BSN nursing programs:

2301 New Science Facility
(906) 227-2833 or 227-2834

For specific questions regarding the University:

Students enrolled in the Nursing Program are subject to the same privileges and regulations as all other Northern Michigan University students. Financial assistance through loans, scholarships, and employment is available to nursing students. Please review the current Northern Michigan University Bulletin for more information and direction.

Admissions Office

Applications, Transfer Credits
Undergraduate Bulletin

Room 2212 Hedgcock
(906) 227-2650 or (800) 682-9797
<http://www.nmu.edu/admissions/>

Financial Aid Office

Room 2107 Hedgcock
(906) 227-2327 or (800) 682-9797
<http://www.nmu.edu/finaid/>

Housing Office

2101 Hedgcock
(906) 227-2620 or (800) 682-9797
<http://www.nmu.edu/housing/>

Office of the Dean of Students Student Services

2001 Hedgcock
(906) 227-1700 or (800) 682-9797
<http://dso.nmu.edu/>

RN-BSN Nursing Students

Once you are admitted to Northern Michigan University and have indicated that you wish to pursue a BSN degree in nursing by declaring nursing as your major, you are assigned an advisor from the Department of Nursing. You should meet with your advisor to plan the academic program to complete the required courses. When the student is nearing completion of the pre-requisites, and in consultation with her/his advisor, the student may apply for admission to the nursing sequence. If a student chooses to follow the BSN Fast Track, the student must meet the admission requirements for that specific Track. The RN-BSN Application for Admission must be obtained from the Nursing Department Office or online and submitted according to the required deadlines.

The RN to BSN track can be completed either full-time or part-time. Nursing courses are offered during Fall and Winter semesters. Nursing courses are offered based on demand. Non nursing courses may also be offered during Spring or Summer semesters.

Admission to the University does not guarantee entry to the Nursing program.

RN to BSN Track Application

Due Dates

During the last semester of completing prerequisite courses, students should apply for admission to the program. Applications for the RN to BSN Track may be turned into the Department of Nursing Office beginning with the first day of each semester (Fall & Winter) until the application deadline.

Application Deadlines are as follows:

- **February 1st for Fall admission**
- **October 1st for Winter admission**

Note: If Application Deadline is a Saturday or Sunday, the Application is due on the following Monday.

Admission Requirements

To be eligible for admission to the RN to BSN Track, applicants must **meet all of the following minimum Admission Requirements**:

- Be **admitted to Northern Michigan University**
- Complete the entire **Admission Packet** by the due date:
 - **RN to BSN Track Application Form:** Correct application form must be used.
 - **Student Application Information Form:** Core Performance Standards The form must be completed and signed.
 - **All current transcript of grades and/or TCE** (include current semester) (TCE: transcript credit evaluation is obtained from the Registrar's Office to give credit for transferred courses. This process takes several weeks.) All prerequisite classes will be highlighted on the transcripts and TCE: BI201, BI202, CH107, CH108, PY100, SO101, HN 301, BI 203, NE 391 & NE 392. **(This will make it clear to the Admissions subcommittee that all courses are complete.)**
- Student has completed or is in the process of completing prior to admission, the **prerequisite courses with a minimum of a C- for each course.**
 - BI 201 – Human Anatomy (3 credits), or *BI 104 may be substituted*
 - BI 202 – Human Physiology (5 credits)
 - CH 109 – Intro to Organic & Bio-Chemistry (4 credits)
 - SO 101 - Introductory Sociology (4 credits)
 - PY 100 - General Psychology (4 credits)
 - ***Ch 107/108 or 111/112 may be substituted**
 - ***Ch109: A preplacement chemistry test is necessary to enroll in CH109**
- Have completed or have reasonable expectations of completing prior to admission, the following courses:
 - BI 203 – Medical Microbiology (3 credits) or equivalent course
 - HN 301 – Nutrition for Health Professions (4 credits) Evidence of nutrition in previous coursework may be substituted.
 - NU 393 Role Dimensions in Professional Nursing (3 credits)

- Achieve a ***cumulative NMU grade point average of 2.75 or better.***
Transfer GPA will be used until a student completes 12 credit hours at NMU.
- ***Attach a copy of their RN license***
The license must be unencumbered and have no restriction and no sanctions.
- Graduation from a state-approved diploma or associate degree program in nursing.

Transfer Credits

- Transfer students should include documentation of transferred courses with a copy of the ***Transfer Credit Evaluation*** (TCE) from the Registrar's Office. (Obtaining a TCE from the Registrar's Office requires admission to the university, several weeks for completion and a fee.)
- If the Registrar's office is unable to provide a TCE in a timely manner, it is the student's responsibility to provide documentation of the equivalencies of all required prerequisite courses and all other required courses.
 - Log on to: <http://www.nmu.edu/transfer/equivalencies.shtml> to find the lists of ***Transfer Course Equivalencies***. Print off the individual pages that indicate the transfer credit for each of the required prerequisite courses being transferred. Use a highlighter to mark the courses.
 - If a colleges or course is not listed, contact an NMU transfer admissions counselor for assistance. Call 800-682-9797 or send an email to transfer@nmu.edu.
 - Note: Because courses change, the information on the web-site is subject to change without notice. It is recommended that students use information less than 2 months old.
 - If the TCE is not prepared prior to the application deadline, the student must submit transfer transcripts, the Transfer Course Equivalencies along with a letter explaining when the TCE will be submitted. It is the student's responsibility to submit the TCE when available. ***The application will not be complete until the TCE is submitted.***

Reentry Students

- Previous nursing courses less than 5 years old, taken by re-entry and transfer students may be accepted to meet the degree requirements for the BSN degree. Nursing courses greater than 5 years old, may not be considered current and may not be accepted toward the BSN degree requirements if the students has not kept current in their nursing practice. Transfer students who wish to receive credit for nursing courses from other colleges and universities may need to submit the course syllabus for review. Decisions will be made by the Nursing Department.
- Other Chemistry and/or microbiology courses may be substituted for the NMU chemistry and/or microbiology course requirements (Chemistry: 4 semester credits minimum, Microbiology: 2 semester credits minimum), at the discretion of the nursing faculty.

Failure to file a complete application means the student will not be considered for admission into the nursing program.

Application Process: Ranking of Applications

RN-BSN Students meeting the minimum requirements are ranked by the Admissions Committee according to their cumulative GPA. Students are notified by mail of their admission status:

- **Provisional Acceptance:** Students completing prerequisites and with GPA above 2.75 are accepted into the program, pending availability in the courses they need to enter.
- **Waiting List:** Students meet the minimum requirements for admission but there are not enough available seats for admission. Applicants from the waiting list will be admitted (in rank order by GPA) should any vacancies occur. Following the first two weeks of the semester the list will be voided. Students not admitted must reapply for the next semester.
- **Denial:** Students do not meet the requirements for admission. This includes an incomplete application.

Students will lose their Provisional Acceptance status if they:

- Do not complete all prerequisite course work with the required grades;
- Do not maintain the minimum required cumulative GPA: **2.75**
- Their RN license has restrictions and/or sanctions.
- Withdraw from the University
- Do not complete any further requirements listed by the Department by the designated deadline. (This includes submitting a complete Transfer Credit Evaluation.) Students may receive instructions either through the Provisional Acceptance letter, e-mail or phone communication.

The number of students who can be admitted to the nursing sequence during any semester is limited. The School of Nursing reserves the right to choose which applicants are admitted to the nursing program.

Students must re-apply for every semester they wish to be considered for admission. Applications are not saved after the beginning of a semester.

RN to BSN Track Curriculum Requirements

*Liberal Studies	30 - 40
Division I: Composition	
EN 111 College Composition I	4
EN 211 College Composition II	4
Division II: Humanities	
Humanities Elective	4
Humanities Elective	4
Division III: Natural Science	
**CH 109 Chemistry I	4
**Elective	4
Division IV: Social Sciences	
**SO 101 - Intro to Sociology	4
Social Sciences Elective	4
Division V: Formal Communication Studies	
Formal Communications Elective	4
Division VI: Visual and Performing Arts	
Visual and Performing Arts Elective	4
 Health Promotion	 2
 **RN Courses (on line courses)	
NU 393 Role Dimensions in Professional Nursing	3
 Nursing Major	
Previous Nursing Credits (validated when prerequisites are completed)	2
NU 311 Nursing Research and Evidence Based Practice (T)	4
NU 411 Nursing Care of Populations (T)	4
NU 412 Nursing Care of Populations (C)	4
NU 421 Nursing Issues Seminar (T)	2
NU 441 Leadership & Management (T)	2
NU 452 Transition into Professional Practice	3
 ***Required Courses	 21-22
*** PY 100 General Psychology	4
*** BI 201 Human Anatomy	3-4
*** BI 202 Human Physiology	5
***BI 203 Medical Microbiology	5
*** HN 301 Nutrition for Humans	3
*General Electives	5
 Total Credits Required for Degree	 129

***CH 109: Preplacement Chemistry test necessary for enrollment *Chem. 107/108 or 111/112 may be substituted.**

**** Evidence of nutrition content in previous coursework may be substituted.**

Key: T-Theory, C=Clinic, L=Laboratory

* Liberal Studies Requirements (Liberal studies courses may be used for General Electives)

- A minimum of 3 Liberal Studies credits must be 300/400 level
- A minimum of 3 Liberal Studies credits must meet the World Cultures requirement

** Need to complete NU 393 before progressing to advanced Nursing courses.

***Nursing Prerequisites & Liberal Studies Requirements

- All prerequisites must be completed before entering the nursing program.
- SO 101 satisfies 4 credits of the Division IV: Social Science requirement.
- BI 104 may be substituted for BI 201 in special circumstances, at the discretion of the nursing faculty
- Other Chemistry courses may be substituted for the NMU chemistry requirements at the discretion of the nursing faculty: Minimum of 4 semester credits of Chemistry
- Other Microbiology courses may be substituted for the NMU microbiology requirements at the discretion of the nursing faculty: Minimum of 2 semester credits of Microbiology
- Nutrition: HN 301 A&B or HN 495 A&B are equivalent to HN 301

RN to BSN Track **Curriculum Plans**

NU 393 is offered during the Winter semester based upon student interest.

Liberal Studies, Health Promotion requirements and General Electives must be included as needed to meet all degree requirements.

RN to BSN Traditional Plan *Traditional classroom, unless otherwise noted*

SEMESTER I <i>WINTER</i>	
NU 393 Role Dimensions in Professional Nursing (online course)	3
NU 311 Nursing Research & Evidence Based Practice	2
Total	5

SEMESTER II <i>FALL</i>	
NU 411 Nursing Care of Populations (T)	4
NU 412 Nursing Care of Populations (C)	3
NU 421 Nursing Issues	2
NU 007 Community Nsg Review Test	
Total	9

SEMESTER III <i>WINTER</i>	
NU 441 Leadership & Management in Nursing (T)	2
NU 452 Transition into Professional Practice (C)	3
Total	5

RN to BSN Online Plan * Offered when a sufficient number of RN-BSN students are identified

SEMESTER I <i>WINTER</i>	
NU 393 Role Dimensions in Professional Nursing	3
Total	3

SEMESTER II <i>FALL</i>	
NU 311 Nursing Research & Evidence Based Practice <i>online course</i>	2
NU 411 Nursing Care of Populations (T) <i>online course</i>	4
Total	6

SEMESTER III <i>WINTER</i>	
NU 412 Nursing Care of Populations (C)	3

SEMESTER IV <i>FALL</i>	
NU 441 Leadership & Management in Nursing (T) <i>online course</i>	2
NU 421 Nursing Issues <i>online course</i>	2
Total	4

SEMESTER V <i>WINTER</i>	
NU 452 Transition into Professional Practice (C)	3
Total	3

Pertinent Policies & Guidelines

Criminal Background Checks

Student placement in a clinical site/agency assumes that the applicant possesses good moral character and the ability to successfully pass the rigors of a background investigation and criminal history check. **Students may be required to complete Criminal Background Checks for specific clinic sites.** The nature and scope of the background investigation is the prerogative of the specific agency and is in accordance to federal or state guidelines mandating the background check. **Students are responsible for all costs associated with a criminal background check. See website entitled www.certifiedbackground.com**

Lack of consent for a Criminal Background Check may disallow a student from being placed in that clinical site/agency, and therefore, may prohibit the student from progressing in the nursing program. Additionally, students identified with a history of a felony or a misdemeanor involving abuse, neglect, assault, battery, criminal sexual conduct, fraud or theft may be identified as ineligible for a clinic experience.

License Information

Students **must** report any action involving their license during the admission process, as well as during the student's progression in the program. This may include a revoked license, a suspended license or sanctions of any kind. The student is required to report all changes in their license status to the nursing department and their advisor.

The requisite for the RN to BSN program is an active current license without restrictions or sanctions. A license that is restricted in any manner or sanctioned via probation, temporary suspension, suspended/revoked or has restrictions of any kind is **not** considered an active license to practice and would **not** meet program requirements for entry or progression.

Nondiscrimination Policy

Northern Michigan University does not unlawfully discriminate on the basis of race, color, religion, sex, national origin, age, height, weight, marital status, familial status, handicap/disability, sexual orientation or veteran status in employment or the provision of services, and provides, upon request, reasonable accommodation including auxiliary aids and services necessary to afford individuals with disabilities an equal opportunity to participate in all programs and activities. Persons having civil rights inquiries may contact the Equal Opportunity Office at (906) 227-2420. Students who require disability-related accommodations should contact the Coordinator of Disability Services in 2001 Student Services Building, or call 227-1700 (TDD 227-1543) for help in requesting accommodations.