

Western Carolina University
College of Health and Human Sciences
School of Nursing

Nursing Application Packet

for Fall, 2010, enrollment in the Basic (Pre-licensure) upper-division curriculum

Step 1: Mail completed application packet and all attachments to:

**WCU School of Nursing
Attn: Jessica Shirley
1459 Sand Hill Road, Suite G-33
Candler, NC 28715**

**Step 2: Send an E-mail to Jessica Shirley at jshirley@email.wcu.edu
stating that you have mailed your application packet.**

Applications must be post-marked February 1, 2010

To the applicant:

WCU's nursing faculty and staff welcome your application for admission to the junior year pre-licensure studies. This packet is for those, hereafter called Basic (pre-licensure) students, who seek the Bachelor of Science in Nursing and eligibility to write the Registered Nurse licensure examination after graduation.

Persons applying to the Accelerated BSN Option for Second Degree students (ABSN) must submit the ABSN application packet, available from the ABSN program web page at: <http://www.wcu.edu/4211.asp>

This application packet contains:

1. General information and instructions (pp. 1-5)
2. Application for admission (p. 6)
3. Application checklist (p. 7-8)
4. Signature Page (p. 8)

If you have questions about the application packet or the selective admissions process, please call 828-670-8810, extension 247.

Thank you for your careful attention to this information.

Steve Forst, RN, MSN, CNE
Chair, Undergraduate Student Affairs Committee

Western Carolina University
College of Health and Human Sciences
School of Nursing

GENERAL INFORMATION FOR ALL BASIC (PRE-LICENSURE) APPLICANTS

1. Program locations. The first (junior) year of the pre-licensure program is based in Cullowhee, with classes on the WCU main campus and clinical experiences in Jackson, Haywood, Macon, Buncombe, and other western North Carolina counties. The senior year is based in Asheville, with classes on the Asheville-Buncombe Technical Community College Enka Campus and clinical experiences in Buncombe and surrounding counties. **Students in the nursing program must have access to reliable personal transportation.** Persons who plan to commute one or both years should consider the extra time and energy required for travel.

2. The successful applicant must meet the following requirements, which will be discussed in greater detail below:

- Admission into Western Carolina University
- Cumulative GPA of 3.0 in all undergraduate coursework
- Achieve a minimum SAT Critical Reading (verbal) score of at least 500.
- TEAS exam completed
- Science Prerequisites: 3 of the 5 required (completed with grades of “C” or better)
- Completed Nursing Program Application post-marked **February 1, 2010** or delivered in person to the Nursing Office by 5:00PM, **February 1 2010**, including official transcripts of all previously completed coursework outside of WCU.

3. Admission into WCU: Students transferring from another college or university should complete the WCU admissions form available online at <http://www.wcu.edu/15.asp> before December 15, 2009, and before sending transcripts to the WCU Admissions Office.

It is essential that transcripts **SHOWING WORK COMPLETED IN THE FALL** of 2009 be sent to the WCU Admissions Office as soon as possible. Transfer applicants are advised to obtain sealed official transcripts as soon as they are obtainable and either hand-carry them or remail them (unopened in a larger envelope) to the Admissions Office in Cullowhee. **A second sealed official copy of each transcript must be enclosed with the Nursing Program application. It is the responsibility of the applicant to ensure that transcripts have been received at WCU.**

4. Criteria used for admissions decisions. Admission to the nursing major is highly competitive. Priority is given to the best-qualified students to fill the limited number of seats in each class. This program has chosen to use the following weighted criteria to calculate an admissions score. Using these 3 criteria, an admission score of 0 to 100 points is derived and used to rank applicants. Personal letters of recommendation are not required, and will not affect the admissions decision.

- **Cumulative GPA – 25%.**

A minimum cumulative GPA of 3.0 (on a 4 point scale) is required to submit an application to the major. The GPA is calculated on the basis of the entire undergraduate record (as reported to the WCU admissions office by the colleges the applicant has attended). Graduate courses are not considered.

- **SAT Critical Reading Score - 25%**

A minimum score of 500 is required for admission. The exam may be repeated, however, only the first two scores achieved after graduation from high-school (post-secondary education) will be considered. The highest of the two scores is accepted. Neither the ACT nor GRE scores may be substituted for the SAT Critical Reading score. The testing center at any academic institution will have information about taking or retaking the SAT. (Call the WCU Counseling and Psychological Services at (828) 227-7469 for information about testing)

- **Test of Essential Academic Skills (TEAS) - 50%**

The TEAS exam may be taken twice with the highest score being accepted. A minimum TEAS score has not been established. Instructions for registering for the TEAS are available on the program website at:

<http://www.wcu.edu/4212.asp>

5. Before starting the nursing program in Fall of 2010.

If the following prerequisites are not complete by the application deadline, the applicant must submit a specific plan for completion on the application (see page 6).

- Science courses (CHEM 132 or 140, CHEM 133; BIOL 291; BIOL 292; HSCC 260) or approved equivalents with grades of C (2.0) or better. For approved transfer equivalencies, please visit <http://www.wcu.edu/registrar/Transfer/default.asp> .
- Other Prerequisites: PSY 150, ND 338, NSG 346, NSG 101 (for those who took the course in Fall 2009 the course was numbered/named NSG 393 Introduction to Professional Nursing).
- Liberal Studies Core courses (ENGL 101; ENGL 102; MATH 101 or higher; CMHC 201; HEAL 123 or HSCC 101) or approved equivalents with grades of C (2.0) or better. All Liberal Studies courses including Perspectives must be completed prior to the senior year. Summer term credits may be used to meet course and hour requirements. For the most recent Liberal studies options, visit http://catalog.wcu.edu/preview_program.php?catoid=4&poid=223
- 60 semester hours of credit completed prior to entering the major in the fall. This will give each admitted student junior standing at WCU.

6. The admissions process.

The completed Nursing Program application must be post-marked February 1, 2010.

- **Notification letters.** Completed applications are reviewed in February, and the best-qualified persons are admitted to the class. A small number of additional applicants, who are the next most qualified, will be placed in a holding category (waiting list). All other applicants are notified of non-acceptance. Persons who meet the February application date will receive a letter in March informing them whether they are accepted, wait-listed, or rejected. Both accepted students and those on the waiting list must return the attached letter of intent by April 1, 2010, or they will be removed from consideration. Please do not call the School to ask about an admission decision or to ask if letters have been mailed. This information will not be given over the phone. Be assured that we mail decision letters out as soon as possible!
- **Waiting List.** If persons admitted in March decline their place in the class, the admissions committee may select from the top of the waiting list to fill any seats that have become available. If an applicant is given a position on the waiting list but does not acquire a seat in the 2010 fall class, a new application must be submitted each year that person wishes to be considered. Neither applications nor the waiting list are retained after classes begin in the fall.
- **Acceptances.** When an applicant is accepted, he or she will be assigned a nursing faculty advisor, if this has not been done already. For courses taken at any institution other than WCU, transcripts showing grades during spring and/or summer sessions must be sent to the WCU OFFICE OF ADMISSIONS as soon as possible. Additional criteria required of accepted students include adult/infant CPR certification, professional liability insurance, and evidence of physical and mental health that enables the student to participate in and complete the program. Further information about these requirements will be mailed in early summer.

7. Important Considerations for Applicants.

- **From the UNDERGRADUATE STUDENT HANDBOOK FOR NURSING MAJORS** (available from the SON website at: [http://www.wcu.edu/WebFiles/Undergraduate_Nursing-Handbook_revised_8-08\(1\).pdf](http://www.wcu.edu/WebFiles/Undergraduate_Nursing-Handbook_revised_8-08(1).pdf))
An undergraduate nursing major must maintain a cumulative GPA of 2.25 and pass with a grade of C (2.00) or better all required courses in sequence (as indicated in curriculum plans), and demonstrate

professional and safe nursing practice. Students who fail to meet these retention standards will be dismissed from the upper-division nursing major.

Courses which combine selected content areas require the student to demonstrate competency in each content area by achieving a minimum exam score average of C (77%). If the average exam score for a designated content area is less than 77%, then the final course grade will be based upon the lowest of the content area scores. NSG 466 combines three nursing content areas; Mental Health, Pediatric and Maternal-Newborn. NSG 468 combines two nursing content areas; Community Health and Medical/Surgical. Course syllabi provide detailed information regarding calculation of exam score averages and final course grades.

- **From the STUDENT HANDBOOK FOR PRE-NURSING MAJORS:** (available from the SON website at: http://www.wcu.edu/WebFiles/PDFs/nursing_PreNursing_Handbook_revAugust2007.pdf)

While the School of Nursing does not routinely require criminal background checks or submission of conviction records, students should be aware that the North Carolina Board of Nursing requires these documents for initial licensure. The statement may be found at www.ncbon.org. (Select Licensure Information, then Initial Licensure, then Licensure by Exam, scroll to Licensure Applicants with Prior Convictions and/or Disciplinary Action.) Further details are embedded in the NC Nursing Practice Act, pp. 11-13, available on the web site given above. Students who might be affected by this policy should consult closely with their academic advisors in the School of Nursing as to whether they and the School should commit time and resources to attaining the BSN if RN licensure is questionable.

In addition, many clinical agencies require a criminal background check prior to granting WCU students access to client care experiences. Based upon their policies, the agency could choose to deny access to a student due to the results of the criminal background check.

Students who plan to apply for initial licensure in a state other than NC should explore the requirements of that state's Board of Nursing (see www.ncsbn.org for addresses and web sites).

As noted in the WCU catalog, the School of Nursing reserves the right to modify this information. Applicants are personally responsible for ascertaining that their academic records and application packet are complete and correct.

The School of Nursing will not discriminate on the basis of race, national origin, religion, creed, sex, age, or disability in either the selection of students for participation in the educational program, or as to any aspects of the clinical training, provided however that with respect to disability, the disability must not be such as would with reasonable accommodation in and of itself preclude the student's effective participation in the educational program and clinical training.

GENERAL INSTRUCTIONS FOR ALL APPLICANTS

1. Read and follow instructions carefully. Incomplete applications will not be considered. It is the applicant's responsibility to ensure that application materials are complete.
2. Find the section that identifies your status and follow directions. Pages 1-5 of this packet are for your information and future reference, so do not return them. Keep a copy of all submitted application materials for your records.

3a. Directions for students currently enrolled at WCU

- Complete and assemble in ONE packet:
 - a) Application for admission to the nursing major WITH COMPLETION PLAN (p. 6)
 - b) Reviewed verification checklist WITH INITIALS AND GRADES (p. 7-8)
 - c) Signature page (p. 8).
 - d) Transcript (An unofficial transcript is acceptable for WCU work. You may print from MyCat. For any credits transferred to WCU you MUST provide an official transcript with your application to the School of Nursing.)
 - e) SAT Critical Reading Score (may be obtained from MyCat)
- The packet must be mailed to: WCU School of Nursing, Attn: Jessica Shirley, 1459 Sand Hill Road, Suite G-33, Candler, NC 28715 and must be postmarked **no later than February 1, 2010**.
- E-mail Jessica Shirley at jshirley@email.wcu.edu stating that you have mailed your application packet..

3b. Directions for applicants NOT currently enrolled at WCU

- Apply/reapply to WCU, listing Nursing as your intended major. Contact the Office of Admissions, Western Carolina University, Cullowhee, NC 28723, phone 1-800-227-7317. Admission to WCU is NOT admission to the nursing major. You may not apply to the nursing major until you have made official application to WCU.
- You must arrange for a copy of your official transcript from every institution attended (including High School) to be sent to the WCU office of admissions **AND** to the School of Nursing.
- You must arrange for your SAT Critical Reading score to be received by WCU. SAT scores received as part of an official transcript satisfy this requirement. (Verify that your requested transcripts include the SAT Critical Reading score.) The SAT score may be requested to be sent to WCU from www.collegeboard.com.
- If you need information about the nursing program and its requirements beyond what is available in the *WCU Record* (catalog) and this packet, please contact the School of Nursing at 828-227-7467
- Assemble in ONE packet:
 - a) Application for admission to the nursing major WITH COMPLETION PLAN (p. 6)
 - b) Reviewed verification checklist WITH INITIALS AND GRADES (p. 7-8)
 - c) Signature page (p. 8).
- d) The packet must be mailed to WCU School of Nursing, Attn: Jessica Shirley, 1459 Sand Hill Road, Suite G-33, Candler, NC 28715 and must be postmarked **no later than February 1, 2010**.
- e) E-mail Jessica Shirley at jshirley@email.wcu.edu stating that you have mailed your application packet..

_____ (for office use only)

**Western Carolina University
College of Health and Human Sciences - School of Nursing**

APPLICATION FOR ADMISSION TO THE UPPER-DIVISION NURSING MAJOR (BSN)

CONTACT INFORMATION: PLEASE KEEP US INFORMED OF CHANGES

Name _____ SS# _____

Home address _____ City _____ State _____ ZIP _____

Campus address _____ ZIP _____

Home phone (____) _____ Campus phone (____) _____ Work phone (____) _____

E-mail address: _____

MAIL MY APPLICATION DECISION LETTER TO THE FOLLOWING ADDRESS:

Have you applied to the nursing major at WCU before? _____ **When?** _____

PREVIOUS EDUCATION: List all post-secondary programs you have attended in the past. If you are not currently enrolled as a WCU student you must have sealed official transcripts sent from each institution to the WCU Admissions Office and to the School of Nursing.

<u>Institution and location</u>	<u>Dates attended</u>	<u>Major</u>	<u>Degree</u>	<u>Date Transcript Requested</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

COMPLETION PLANS: List the college(s) or university(ies) you are currently attending or plan to attend before the start of the Fall 2010 Nursing Program at WCU. If WCU, give the numbers of the WCU courses from p.3. If at another institution, give the actual course numbers of the approved equivalent course. Please see p. 3 of application instructions for science courses and liberal studies core courses which must be completed before Fall 2010.

	Fall 2009	Spring 2010	Summer 2010
Institution			
Location			
Course(s) Number & Name			

REMEMBER TO SEND/TRING OFFICIAL TRANSCRIPTS TO THE WCU ADMISSIONS OFFICE AND THE NURSING PROGRAM EACH SEMESTER.

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APPLICATION REVIEW VERIFICATION

I have reviewed the following components of my application to the upper-division nursing major, and put **MY INITIALS** in the before each statement to indicate that each component is complete.

- I have completed the TEAS exam or am registered to do so.
- I will have completed at least 60 semester hours of unduplicated college-level credit towards graduation by the beginning of the WCU fall semester.
- I now have and will maintain a minimum grade point average of 3.0 on a 4.00 scale on all undergraduate courses attempted. I understand that this is the minimum for application, but that a higher average may be needed for me to be selected for the program.
- I have completed at the time of application at least 3 of the 5 required science courses or approved equivalents with grades of C or better, and these are shown on my transcript. Grades for courses completed are indicated in the spaces below. If all courses are not complete at time of application, they must appear in the completion plan on Page 6.

WCU Course	Grade	Description	Other Approved Equivalent Course	Grade
CHEM 132 or 140		Survey of Chem I/ Adv Gen Chem & lab		
CHEM 133		Survey of Chem II/ & lab		
BIOL 291		Human Anatomy & Physiology I & lab		
BIOL 292		Human Anatomy & Physiology II & lab		
HSCC 260		Etiology of Infectious Diseases & lab – (microbiology)		

- I will have completed both of the other nursing prerequisite courses by the beginning of the WCU fall semester with a grade of C or better. Grades for courses completed are indicated in the spaces below. If both courses are not complete at time of application, they must appear in the completion plan on Page 6.

WCU Course	Grade	Description	Other Approved Equivalent Course	Grade
PSY 150		General Psychology		
NSG 346		Nursing Pathophysiology		
ND 338		Normal and Therapeutic Nutrition		
NSG 101		Introduction to Professional Nursing		

- I will have completed all of the WCU Liberal Studies Core courses prior to entry into the nursing program (Fall semester). This requirement is waived if I hold a baccalaureate degree, an AA or AS degree from a NC community college, or have completed general education requirements at a NC community college. Grades for courses completed are indicated in the spaces below. If any courses are not complete at time of application, they must appear in the completion plan on Page 6.

WCU Courses	Grade	Description	Other Approved Equivalent Course	Grade
ENGL 101 & 102		C1 Writing (6 credits)		
MATH 101 (or higher)		C2 Mathematics (3)		
CMHC 201		C3 Oral Communication (3)		
HEAL 123, HSCC 111, or HEAL 101		C4 Wellness (3)		

Additional verifications required by students NOT enrolled in WCU courses (Transfer Students):

- I have validated that the WCU Admissions Office *and* the Nursing Program are receiving official transcripts from all institutions at which I have taken post-secondary undergraduate courses and I understand that my application is not complete until they are received. I understand that transcripts need to be submitted to WCU and the Nursing Program at the end of each semester that I complete in preparation for the program.
- I have validated that my SAT Critical Reading score will be sent to WCU and I understand that my application is not complete until it is received.

I UNDERSTAND THAT MY APPLICATION WILL NOT BE CONSIDERED BY THE STUDENT AFFAIRS COMMITTEE UNTIL EACH OF THE COMPONENTS ABOVE IS COMPLETED.

- I understand the WCU Nursing Program admission process and requirements, and if I am admitted to the upper-division nursing major, I will promptly respond to further admission requirements as set out in my acceptance letter and subsequent correspondence.

Certification and Applicant Signature

I hereby certify that all of the information provided by me in my application packet is true and accurate to the best of my knowledge. I understand that submitting false documents or making false statements will result in my not being admitted to the WCU nursing program OR my dismissal from the nursing program.

Applicant's signature

Date

The School of Nursing will not discriminate on the basis of race, national origin, religion, creed, sex, age, or disability in either the selection of students for participation in the educational program, or as to any aspects of the clinical training. Provided, however, that with respect to disability, the disability must not be such as would with reasonable accommodation in and of itself preclude the student's effective participation in the educational program and clinical training.

Completed applications and all materials must be post-marked February 1, 2010.

Step 1: Mail completed application packet and all attachments to:

**WCU School of Nursing
Attn: Jessica Shirley
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Candler, NC 28715**

Step 2: Send an E-mail to Jessica Shirley at jshirley@email.wcu.edu stating that you have mailed your application packet.

NOTE: THE APPLICATION MAY NOT BE SUBMITTED ELECTRONICALLY.