UCC
UMPQUA COMMUNITY COLLEGE

ADMINISTRATIVE PROCEDURE

TITLE: Admission to Nursing Program

ADMINISTRATIVE PROCEDURE #   5016 *(was 700.03)*

RELATED TO POLICY #   5010 ADMISSIONS AND CONCURRENT ENROLLMENT

A. Admittance:

1. Applicants admitted to the UCC Registered Nursing Program will be selected by the Nursing Admissions Committee based on the *Program Selection Points*. Relevant and current documents reside on the UCC Registered Nursing website.

2. The application process is divided into two sections: Phase I allows for a maximum of 65 awarded points. Top scoring candidates in Phase I are invited to participate in Phase II. Phase II allows for up to an additional 35 awarded points (totaling a maximum of 100 possible application points).

3. Top-scoring applicants are based on the number of points earned in Phase I and II, and are invited to join the UCC Registered Nursing Program. All courses as listed on the *Prerequisite Course Planning* document must be satisfactorily completed before fall term entry.

B. Co-admission:

1. The UCC Registered Nursing program is a partner in the Oregon Consortium for Nursing Education (OCNE) and offers a competency-based curriculum jointly developed by nursing facilities for the consortium schools. Acceptance to the program allows for co-admission to the community college and Oregon Health and Sciences University (OHSU) nursing programs. The program is designed as four years of full-time study, with the first year devoted to prerequisite and/or preparatory courses required for admission to the restricted (limited) admission nursing program. Successful completion of the second and third years leads to an Associate of Applied Science (AAS) offered by the community college.   The program continues for one additional year leading to a Bachelor's of Science, Nursing (BS, N) offered by the Oregon Health & Science University.

2. The first five terms after admission to the nursing program are identical for the associate and bachelor's work. Term six offers students the ability to complete the AAS degree and provides the eligibility for NCLEX testing to obtain RN licensure. Following completion of the UCC Program, students have the option to complete

the upper division nursing courses from OHSU and continue with the OCNE curriculum for the final three quarters, culminating with a Bachelor of Science, degree in Nursing. Both the AAS and BSN degrees meet the educational requirement for the national licensure examination for RN licensure.

C. Re-Admission:

1. All re-admissions must be approved by the Director of Nursing, with the final decision being made by the Director of Nursing, no later than 45 days, prior to the beginning of the term the student is requesting to be readmitted to. The Director of Nursing may seek feedback from faculty regarding re-admission for students(s) seeking re-entry. There is no guarantee of receiving an audit or re-entry in the program.

2. A student who fails from the required nursing course must successfully repeat that course before proceeding in the program. All students requesting re-entry will be required to audit the preceding course prior to entry term.

3. It is the student's responsibility to submit a written request stating their desire to return to the program as an auditing student. This letter of intent is due within 30 days of the unsuccessful course completion or withdrawal date and is to be submitted to the Program Coordinator and the Director of Nursing. An interview may be scheduled with the student seeking an audit at the discretion of faculty and the Director of Nursing.

4. A single (one) repeat opportunity (one audit total) may be provided, within a year of the failure (not obtaining a grade of C or better) or withdrawal. Factors that influence the decision to allow a student to re-enter the program are related to the nature of the failure (i.e. safety of patient care, academic integrity, failed drug screening, or not meeting course requirements). Students who participate in defamation of the campus, program, peers, or staff, will not be considered for re-admission. Students who threaten the campus, program, peers, self, or staff (general or specific) via face-to-face, phone, text, social media, or otherwise will not be considered for re-admission.

5. Students wishing re-entry into the nursing program will be responsible for the financial cost of any additional standardized testing and/re-entrance fees related to the nursing schools' policies.

6. Students auditing the course are expected to take the midterm and final exams, (and HESI testing if applicable) and attend at least 75% of classes (see clinical absence policy if applicable – re: student is auditing clinical). The average score of these exams will be reviewed when applying for readmission to UCC's nursing program.

7. If a student leaves the program before successful completion, and due to extenuating circumstances, auditing the previous course may not be required

based on previous academic performance. Re-entry is not guaranteed except in extenuating circumstances and per space availability. Extenuating circumstances may consist of: significant loss of immediate family member, major loss of property, military service, major medical conditions, and other circumstances as approved by the UCC nursing staff and director. Proof of the legitimacy of the event must be provided to the nursing director before returning to the program.

8. All returning students will be provided options for skills practice hours and will be required to practice/demonstrate core skills with an instructor before re-entrance. It is the responsibility of the student to communicate with Nursing Support staff 5-6 weeks before re-entry to initiate skills practice, determine upcoming CLA opportunities, computerized charting training, review of immunizations, BLS expirations date, etc.

9. The UCC Director of Nursing and staff reserve the right to hold an "admission placement" for the following academic year should the student have extenuating circumstances as listed in "g" or clear and credible cause to withdraw from the program after acceptance but prior to the start date. Proof of the legitimacy of reason for withdrawal must be submitted in writing to the UCC Director of Nursing.

RESPONSIBILITY:
The Assistant Vice President of Enrollment and Student Services is responsible for implementing and updating this procedure.

NEXT REVIEW DATE:
DATE OF ADOPTION: 4/1/2021 by CC
DATE(S) OF REVISION:
DATE(S) OF PRIOR REVIEW: