# FALL 2023
# LPN to RN BRIDGE PROGRAM

## Application Information Packet

**There is a $75 fee to apply for this program.**

**You must complete ALL steps for your application to be considered.**

## LPN to RN BRIDGE PROGRAM ADVISING

We have placed as many recommendations as possible in this Application Information Packet to help you fill out a successful application to the LPN to RN Bridge Program. It is your responsibility to be aware of program entrance and degree completion requirements and to fill out your application documents correctly.

It is **HIGHLY recommended** that all applicants virtually meet with a Health Professions advisor prior to applying for the program. For the best assistance, be prepared by having a copy of Forms 1 & 2 filled in (to the best of your ability) along with unofficial copies of all your transcripts. Please email HPadvising@lanecc.edu with any questions. To set up an appointment, click the following link: Schedule Advising.

The following information is intended for **program entrance only** and does **not** include information on courses required for degree completion. These can be found in the catalog listing for Nursing.

## APPLICATION PROCESS & DATES

**You are NOT considered an applicant to the program until you meet all application requirements. Please read carefully and follow all directions.**

**Selection Criteria**. Program admission is based on a *point allocation system*. There are no advantages given based on the date/time you submit your application.

**Important Dates:**

| | | |
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| **Application opens:** | **July 5, 2023** | **\*12:15am** |
| **Application closes:** | **August 8, 2023** | **\*5:00pm** |
| **Program Notification:** | **September 5, 2023** | **\*5:00pm** |
| **Mandatory orientation:** Required for all accepted students | **September 18, 2023** | **4:00pm** |

\*The Online Program Admissions Application and Payment Instructions system opens at approximately 12:15 a.m. and closes at approximately 11:45 p.m. each day. You must submit your forms packet with all supporting documents, Online Program Admissions Application and Payment Instructions and all other required application documents before the deadline on the application close date. Please note: staff are not available weekdays after 5pm, weekends, or holidays and we are closed Fridays in the Summer, to answer questions regarding application issues, keep this in mind in case last-minute questions or issues arise with the system.

## ACCESSIBILITY AND ACCOMODATIONS

To request this information in an alternate format please contact the Center for Accessible Resources at
 (541) 463-5150 or accessibleresources@lanecc.edu.

## FALL 2023 APPLICATION PROCESS

1.  **Admission to Lane**. If you are not currently a Lane credit student, complete Lane's college credit admission process. Choose your start term as Fall 2023 and obtain a student L number. Make sure to complete all Steps to Enroll in Credit Classes.

2.  **The LPN to RN Bridge application has two parts**. The online application & payment form, and forms 1 and 2 with supporting documentation. You are NOT considered an applicant to the program until you meet all application requirements.

    a.  Review instructions for the online application and payment. This application will include a $75 non-refundable application fee, therefore do not initiate until you are sure you will have the prerequisites and requirements met, submitted official sealed transcripts (if needed) and are ready to submit the forms packet.

    b.  Email the **fillable** forms packet and all supporting documentation as instructed. All parts of the application must be received by the deadline. Application and supporting documents are **ONLY** accepted via email.

    c.  Notification - IMPORTANT! Set your "spam filter" to accept email addresses from @lanecc.edu or your notification may be sent to the spam/junk folder. Do this even if you are currently receiving emails from Lane.

3.  **Oregon LPN License**. Attach a PDF or JPEG from the OSBN website  or a downloaded copy of verification of your unencumbered Oregon LPN License. Your OSBN LPN proof of licensure is **REQUIRED** to be submitted by email with your forms packet.

## POINT PETITION DETAILS

**Please review the details of each requirement and make sure you have filled out the form completely and correctly. Please submit any required documentation as directed.**

**Minimum Required to Apply: Minimum of 29 and maximum 41 quarter credits (all items in red in Section 1 to total at least 29 qtr. credits taken) with minimum 3.0 GPA on courses used. All courses used, must be completed with a C or better, C- or below not accepted. Current Oregon unencumbered LPN License.**

**Students may use qualifying exam scores in many college subjects through the Advanced Placement (AP), College-Level Examination Program (CLEP), and International Baccalaureate (IB) programs to receive credit in both general areas and various other specific subject areas. Lane grants credits for Military Educational Experience upon review of the recommendations made by the American Council on Education (ACE). More information available here: https://www.lanecc.edu/esfs/advanced-placement-international-baccalaureate-and-clep-information** If acceptance standards are changed, students will be subject to the current acceptance standards.  Will only be considered with official transcripts on file.

### Section 1 - Courses for GPA

Required Prerequisite Courses, minimum of 29 and maximum 41 quarter credits of Section 1 courses are required to apply. All courses must have a letter grade of C or higher (C- or lower not accepted); the only exception to this rule is that the Math requirement can have a Pass grade but will not be eligible for quality points. Courses may be repeated, and the most recent grade must be used. Courses from **non-accredited** colleges will **not** be considered in the evaluation of your application, nor can they be considered toward any degree requirement. Meet with a Health Professions Advisor or email HPAdvising@lanecc.edu if you have any questions. Please provide the state and name of institution in your

correspondence with them (e.g., Pioneer Pacific does not meet Northwest Commission of Colleges and Universities accreditation criteria and course work cannot be used.)

**Anatomy & Physiology – BI 231, 232 & 233 (12 credits):** BI 231, BI 232 and BI 233 are required to apply with C or higher (C- not accepted.). BI 112 and CH 112 are prerequisites to BI 231 at Lane. These 8 credits may be used as Approved Electives. If course(s) were not taken at Lane, use the Lane Transfer Tool or request a course equivalency from subject division or degree evaluators. Advisors can assist with this process. BI 233 must have been completed within 7 years prior to starting the LPN to RN Bridge Program (**taken Fall term 2016 or later**). If your A&P courses are more than 7 years old – ONLY BI 233 needs to be retaken Fall term 2016 or later.

**Microbiology BI 234**: is required to apply and must be dated within the last 7 years (**Fall term 2016 or later**) with C or higher. C- is not accepted.

**Math:** Choice of MTH 95 or higher, with letter grade of C or higher (C- not accepted) for points **OR** you can submit qualified documentation of math proficiency from the below options, these will meet application requirements **only** and **do not** count towards credits required to apply **OR** for points. This course must be completed no later than the end of Winter term 1st year.

- MTH 95 or higher for Pass Grade (No points)
- Lane Credit by Exam for MTH 95 or higher (not eligible for degree completion)
- AP (Calculus), or CLEP (College Algebra, or any Calculus or Statistics)
- IB (Mathematics, or Math Studies, or Further Mathematics or Statistics)

**WR 121 and WR 122:**

Applicants must have **8 credits of Writing by Fall Entry** or a bachelor's degree. If 121 and/or 122 were taken for 3 credits, students **must take WR 123 or 227 prior to Fall Entry**.

Applicants who have earned a bachelor's degree from a U.S. regionally accredited institution may waive this requirement but need to use **approved** electives in their place that meet the Section 1 elective requirements to meet the 29-credit minimum to apply. An official transcript must be on file with proof of bachelor's degree to use electives or waive the 8-credit writing requirement. IB does not meet this requirement to use approved electives in place of WR121 or WR 122. If you choose to use your bachelor's degree, you may need to enter electives to meet the minimum required credits.

**FN 225 Nutrition**: You must have a course that is equivalent to LCC's FN 225 course. FN 225 is not required to apply but must be completed prior to taking NRS 112 A/B in Spring term of 1st year.

**PSY 215 Human Development:** You must have a course that is equivalent to LCC's PSY 215 course.

**Approved Electives:**

- You can use Approved Electives to reach the **Minimum of 29 and Maximum of 41 total qualified quarter credits**
- Must be from a category listed in the 2022-2023 Approved Electives for Nursing AAS –IF the transfer course does not directly match one of our subject codes (i.e. AH, SOC, CJA, PSY, etc.) you must have the course evaluated by the Degree Evaluators and the course must be listed on the transfer tool as equivalent to one of the accepted subjects. Please work with an advising team member to have your course(s) evaluated.
- Career/Technical Courses are not allowed.
- No more than two elective courses in one subject can be listed in Section 1 (e.g. ENG 104,105 and 106, – 106 could not be listed)
- *PLEASE NOTE:* 12 credits of Arts & Letters, Social Science and/or Natural Science are required to be transcripted prior to the beginning of the 2nd year of the RN Nursing Program (outside of A&P and Micro) in addition to the 45 credits required to apply to the program. Please work with the advisors HPAdvising@lanecc.edu to verify which courses are acceptable.

**TOTAL CREDITS, GPA & POINTS:** The GPA Credits column will NOT automatically calculate, please calculate this column yourself once all items in section 1 have been included. **Use your GPA points divided by GPA credits to find your Section 2 GPA.** (Do not use Quarter Credits Taken for this calculation.)

## Section 2 –GPA Points                                                    **15-25** points

GPA Pre-requisite (Minimum GPA of 3.00 to apply and for Fall entry) GPA pulled from Section 1. Use GPA points divided by total # of GPA Credits and round to hundredths to calculate your GPA. C- and below not considered and +/- will not be calculated.

| 4.00 - 3.67 = **25** points | 3.66 - 3.33 = **23** points | 3.32 - 3.20 = **20** points |
| 3.19 - 3.15 = **17** points | 3.14 - 3.00 = **15** points | |

## Section 3 – Application Points

**Current, unencumbered Oregon LPN License: (required to apply)**          **No** points awarded

You must enter the OR State License # and date of expiration on the point petition sheet AND attach a copy of the OSBN proof of licensure (printed or screen shots are both accepted) for your application to be valid. **Your application is considered incomplete without this documentation.**

**LPN Program GPA 3.00 or higher:**                                       **5** points

All applicants must submit proof of their LPN program transcript to Enrollment Services prior to the application deadline to receive points. Accredited programs require an official transcript and a non-accredited program must provide a PDF or JPEG copy of a non-accredited transcript that shows their grades earned in a program that qualified them to sit for their LPN licensing exam. These transcripts are required to be attached with the Forms 1 & 2 Packet.

**Lane County Resident:**                                                 **3** points

Residency will be assessed by the street address of the applicant **in myLane** (make sure your address is up to date in myLane) at least 90 days prior to applying. No PO Boxes. See Residency rules for Lane Community College.

**LCC LPN Program Graduate:**                                             **5** points

Lane CC LPN graduates, you are required to enter year of graduation and points to qualify for points.

**Military Service:**                                                     **3** points

You are required to submit a copy of your current ID card as documentation in active status, can be AD, Reserve, NG, **OR** submit a DD-214 showing an Honorable Discharge. There is no required field of training or education needed. You are also required to fill in the requested information on the Point Petition Sheet to qualify for points.

**Persistence Point:**

Only awarded to those applicants who were selected for interview in 2022.          **1** point

**Technical Writing Course (WR227)**                                       **1** point

With grade of C or higher. You are required to fill in the requested information on the Point Petition Sheet to qualify for points.

**Medical Terminology Course:**                                           **2** points

HO or HP 100 Medical Terminology (or equivalent) minimum of 2 credits with grade of C or higher (C- not accepted) (Pass grades will only be accepted on HO or HP 100 if transcripted by Fall 2018.) You are also required to fill in all requested information on the Point Petition Sheet to qualify for points.

**Statistics:**                                                           **2** points

MTH 243 Statistics (or equivalent) with grade of C or higher (C- not accepted.)  You are required to fill all requested information on the Point Petition Sheet to qualify for points.

**Lane Community College Credits:**                                                    **0-5** points
Pre-requisite credits completed at LCC **and** listed in Section 1

- 36+   LCC Credits                                    5 points
- 24-35 LCC Credits                                    4 points
- 12-23 LCC Credits                                    3 points
- 3-11  LCC Credits                                    2 points
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**Foreign Language Fluency:** (C- or higher ONLY accepted for language fluency points. D and below not accepted.)

*Native Speaker with proof of "Advanced" language proficiency*                    **5** points

https://www.languagetesting.com/lti-for-organizations/academic (OPI, OPIc and LPT assessments are acceptable proficiency exams administered from Language Testing International. Please note there are costs associated with any of the above exams. Documentation should be sent to Lane Community College, Enrollment Services, 4000 E. 30th Avenue, Eugene OR 97405

> **OR**

*CLEP Testing Information*
The College Board's College-Level Examination Program (CLEP) are a collection of nationally standardized examinations, covering 33 different subject areas. CLEP is accepted for credit by 2,900 colleges and universities and administered in more than 1,800 test centers. This rigorous program allows students from a wide range of ages and backgrounds to demonstrate their mastery of introductory college-level material and earn college credit. Lane CLEP Credit Information. Please note there are costs associated with any of the above exams. For a testing site near you, please visit https://clep.collegeboard.org/ Have proficiency documentation sent to Lane Community College, Enrollment Services, 4000 E. 30th Avenue, Eugene OR 97405.

**ALL MAIL MUST BE POSTMARKED PRIOR TO THE APPLICATION DEADLINE IN ORDER TO BE ACCEPTED**.

*2 quarters or 1 semester of same language, **college** level* (transcripted)                    **3** points

Official college transcript is required to be on file to receive points.
The language field is required on the Point Petition Sheet to receive points.

*2 years (**progression**) same language, **high school** level*                    **2** points

HS transcript is required to be e-mailed with forms packet.
HS transcript showing completion of Spanish 2, French 2, etc. will be accepted.
Please highlight or circle the course #'s on your HS transcript prior to attaching.
Email HS transcript with your Point Petition Sheet to the HPApplicationCenter@lanecc.edu.
Entering the location and language is required on the Point Petition Sheet to receive points.

**GENETICS**:  Please choose Yes or No if your genetics requirement has been completed.

By the end of the first year of nursing courses, you must have successfully completed a course outside of the required anatomy & physiology and microbiology courses which addresses a human genetics content (including basic structure and function of DNA, mechanisms of heredity.)

The following courses (combined) will satisfy this requirement: (Please note BI 112 from another college must include a lab component AND be on the transfer tool to be equivalent.)  All courses from another institution must be listed as equivalent on the Lane Transfer Tool or be accepted by the degree evaluators or the LCC Science division with a copy of the completed course equivalency form sent with your application materials.

BI 233 **and** BI 112 Cell Biology for Health Occupations **OR**

BI 233 **and** BI 101F Survey of Biology **OR**

BI 233 **and** BI 211 Principles of Biology **OR**

BI 233 **and** BI 101K Introduction to Genetics **OR**

BI 112 **and** BI 102G Genetics and Society **OR**

BI 101K **and** BI 102C Marine Biology


**Notes to Application Center:**

If you have any additional information that you feel is relevant to any of the items listed on the Point Petition Sheets or supporting documentation, please put the information in this section.

# Application Reminder Checklist

**You must meet the following criteria to have a completed application process and to be considered for an interview. Review the following reminders carefully.**

____ 1. **Email Account.** It is your responsibility to set your "spam filter" to accept email addresses containing @lanecc.edu. It is also **NOT** recommended to have a Hotmail or Yahoo account as we have found notifications are not being received by students with these accounts.

____ 2. **Admission to Lane as a credit student.** If you are not currently a Lane CC credit student, complete Lane's college admission process and obtain a student "L" number. Make sure to complete all Steps to Enroll in Credit Classes including testing, for Fall 2023, if needed.

____ 3. **Health Profession Advising**. Meet virtually with a Health Professions Advisor or communicate with them via email at NursingProgram@lanecc.edu

____ 4. **Submit Non-Lane Official Transcripts to Enrollment Services**. All courses used as prerequisites must be taken at LCC **OR** recorded on an official transcript that has been recorded as *received* by LCC Enrollment Services, prior to the application close date. Have sent to:   Lane Community College, Enrollment Services, 4000 E. 30th Avenue, Eugene OR 97405.   Proof of non-accredited LPN courses must be submitted by email with your Forms Packet to HPApplicationCenter@lanecc.edu

____ 5. **Request Course Equivalency Evaluation (if needed).** It is *your responsibility* to initiate the process for non-Lane courses early and make sure equivalencies/substitutions have been established prior to the application deadline. Courses will not be accepted if they are not on the Course Equivalency Transfer Tool or without a course equivalency form from the Degree Evaluators or subject division that is submitted with your application. Please contact Health Professions advising for assistance in obtaining course equivalencies at NursingProgram@lanecc.edu

____ 6. **Submit Form 1 - Conditions of Application Checklist AND Form 2 - Point Petition Sheets of the Forms Packet (fillable format ONLY) and Emailed to HPApplicationCenter@lanecc.edu in one Email with all supporting documentation separately attached with your name and L#.** Only courses that are completed and transcripted at LCC or on an official transcript received by LCC may be used for points. Points will **NOT** be awarded if you do not **complete all fields** on the Point Petition Sheet and **submit any documents requested** for verification as instructed above. The HP Application Center will NOT correct any errors. I understand it is my responsibility for what has been entered and submitted.

____ 7. **ALL fields on the Point Petition Sheet have been filled in, if no information was necessary, I entered n/a in text boxes and 0 in point boxes.**

____ 8. **Complete the 2023 LPN to RN Bridge Online Program Admissions Application & Payment**
You will be charged a **$75 non-refundable application fee**. *Use the 2023 Health Professions Online Program Admissions Application and Payment Instruction document to complete this process.*

Before you begin the Program Online Application and Payment:
- You must have a student "L" number to complete this process
- You must have an email address to complete this process
- You must have a Visa or MasterCard card to pay the application fee

____ 9. **Make a Personal Copy of Application Documents** for your files. Your documents will not be returned to you.