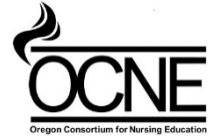




FALL 2019
REGISTERED NURSING PROGRAM
Application Information Packet



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

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

NURSING 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 Nursing Program. However, 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 meet with a [Health Professions advisor](#) and/or attend a [Preparing to Apply Workshop](#) (must pre-register) prior to applying for the program. For the best assistance, be prepared by bringing a copy of Forms 1 & 2 filled in (to the best of your ability) along with unofficial copies of all of your transcripts. If you are unable to meet with an advisor in person or attend a workshop, please Email NursingProgram@lanecc.edu with any questions.

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. In addition to admitted students, there will be designated alternate students. An alternate is allowed to enter the program *if* an accepted student declines or withdraws. Alternates not accepted into the **Fall 2019** program will be **guaranteed** admission the following year **without reapplying** to the program. (Please Note: Alternates must insure that your A&P and Micro courses do not expire prior to the year you enter the program.)

Important Dates:

Application opens:.....	December 17, 2018	*12:15am
Application closes:	February 15, 2019	*5:00pm
Interview notification: Interview status via Email and myLane announcement.....	April 3, 2019	5:00pm
Interview Date: Students <i>must</i> be available this day if invited.....	April 15, 2019	All Day
Final notification: Application status via Email and myLane announcement.....	April 24, 2019	5:00pm
Mandatory orientation: <u>Required</u> for all accepted AND alternate students.....	May 30, 2019	Time TBA

*The Program Online Application and Payment admission system opens at approximately 12:15 a.m. and closes at approximately 11:45 p.m. each day. You must submit your Forms Packet, Online Program Admission Application and Payment and all other required application documents before the deadline of the application close date. Please note: staff is not available weekdays after 5pm, weekends, or holidays to answer questions regarding application issues. Please keep this in mind in case of last-minute questions or issues 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.

POINT PETITION DETAILS

Please review the details of each requirement and make sure you have completed the form completely and correctly and have submitted any required documentation as directed.

Minimum Required to Apply: 30 qtr. credits (A&P 1 & Math) minimum 3.0 GPA on courses used in Section 1, all courses C or better, C- or below not accepted.

Section 1 - OCNE Courses for GPA

Required Prerequisite Courses, minimum 30 quarter credits of qualified 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. If you have completed any of the required courses, they **MUST** be listed on the Point Petition Sheet. 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. Attend a Preparing to Apply Workshop, meet with a Health Professions advisor or Email NursingProgram@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.)

Anatomy & Physiology – BI 231, 232 & 233 (12 credits): BI 231 is required to apply. Series completion is required for Fall entry. If all three A&P courses are more than 7 years old – BI 233 needs to be repeated by application in order to be accepted and must be completed Fall 2012 or later. (You may not apply with only expired A&P courses.) A & B grades are worth equal points.

Microbiology: BI 234 Microbiology is a Fall entry requirement and must have been completed Fall 2012 or later or must be repeated. The repeated course must be completed no later than Summer 2019 in order to maintain your spot in the program **or** on the alternate list. A & B grades are worth equal points.

Math: Required to apply. 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.

- MTH 95 or higher for Pass Grade
- 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 with a prior bachelor's degree from a U.S. regionally accredited institution may waive this requirement but may need to use **approved** electives in their place that meet the Section 1 elective requirements to meet the 30 credit minimum to apply. *Examples:* IB ENG A Score of 5 or more Standard Level Equivalency = WR 121 can use one Approved Elective course for WR 121. IB ENG A Score of 5 or more High Level Equivalency can use two Approved Elective courses for WR 121 and WR 122. Students must have **8 credits of Writing by Fall Entry**. If 121 and/or 122 were taken for 3 credits, students must take WR 123 or 227 prior to Fall Entry. Transcript must be on file with bachelor's degree to use electives.

Nutrition: FN 225 Nutrition. You must have a course that is equivalent to LCC's FN 225 course by Fall Entry.

Human Development: PSY 215 Lifespan Development. You must have a course that is equivalent to LCC's PSY 215 course by Fall Entry.

Human Relations: Choice of course from catalog list only. See [Lane 2018-19 Catalog: Associate of Applied Science Human Relations Courses](#) list under III. Program Core Requirements page 49 **OR** from the Lane 2016-17 Catalog: Associate of Applied Science, **Human Relations Courses** list under III. Program Core Requirements on page 49 (for Fall 2019 application only.) Fall entry requirement.

Approved Electives:

- You can use Approved Electives to reach a **Maximum of 45 total qualified quarter credits**
- Must be from a category listed in the [2018-19 Lane Catalog AAS Degree – II. Discipline Studies](#) (pg. 49) College level 100 or higher level, non-studio Arts and Letters, Human Relations, Social Science or Science/Math/Computer Science electives. IF the transfer course does not directly match one of our subject codes (i.e. AH, SOC, CJA, PSY, etc.) you must have an equivalency from the subject division or degree evaluators stating the course will be accepted within one of the listed categories in this section and submit the supporting documentation with your application. Career/Technical Courses are not allowed. WR115 will be allowed for Fall 2019 only. (Note: 6 credits of Social Science and 3 credits of Humanities are recommended electives to progress to BSN and CG courses are not transferable to OHSU.)
- 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)

All items on the Point Petition Sheet and additional approved electives up to the minimum of 45 credits must be completed by the end of Summer term prior to Fall 2019 entry with an overall GPA of 3.00 or higher. Failure to complete all prerequisites (45 credits or more) with a continuing GPA of 3.00 or higher by the end of Summer term in the year of acceptance will result in forfeiture of acceptance into the program.

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 (info below.)

Section 2 – OCNE GPA 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 rounded 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 – Oregon Consortium for Nursing Education (OCNE) Points

Anatomy & Physiology Course Completion:

- Anatomy & Physiology 1, 2 and 3 completed (12cr) 5 points
- Anatomy & Physiology 1 and 2 completed (8cr) 3 points

Prerequisite Credits:

- 45 Pre-requisite credits completed in Section 1 5 points
- 36-44 Pre-requisite credits completed in Section 1 3 points

Prior College Degree: Associate level degree or higher 1 point

- College and degree information must be listed on Point Petition Sheet
- Official Transcript showing degree awarded must be submitted to Enrollment Services
- Degree must be from a regionally accredited institution

Section 4 – Lane Discretionary Points

Medical Terminology Course: 1 point

HO 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 100 or Cult Lit/Diversity courses if transcribed by Fall 2018.) You must also fill in the requested information on Point Petition Sheet.

Statistics: 1 point

MTH 243 Statistics (or equivalent) with grade of C or higher (C- not accepted.) You must also fill in the requested information on Point Petition Sheet.

Cultural Literacy/Diversity Course: 1 point

- Must be course from 2018-19 Lane Catalog – pg.'s 37-40 with an * asterisk. Transfer courses must be listed on the [Lane Transfer Tool](#) or have an equivalency from subject division or degree evaluators stating acceptance as an LCC Cultural Literacy approved course.
- Course must be at least 3 credits (Pass grades will only be accepted on HO 100 or Cult Lit/Diversity courses if transcribed by Fall 2018.) You must also fill in the requested information on Point Petition Sheet to qualify for point.

Lane County Resident: 2 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.

Military Service: 3 points

You must submit your DD-214 as documentation in active status or have an Honorable Discharge. There is no required field of training or education needed. You must also fill in the requested information on Point Petition Sheet.

Lane Community College Credits: Up to 5 points

Pre-requisite credits taken at LCC and listed in Section 1

- 36-45 LCC Credits 5 points
- 24-35 LCC Credits 4 points
- 12-23 LCC Credits 3 points
- 3-11 LCC Credits 2 points

No repeat of Anatomy & Physiology courses: 4 points

If you have completed the series with a C or better (C- not accepted) and have not repeated any of the A&P 1, 2 or 3 courses **or** have only repeated A&P 3 due to the 7 year expiration, you will receive full points.

Foreign Language Fluency: Up to 4 points

Native Speaker with proof of "Advanced" language proficiency 4 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 documentation sent to Lane Community College, Enrollment Services, 4000 E. 30th Avenue, Eugene OR 97405.

2 terms of same language, college level (transcribed) 3 points

2 years of same language, high school (HS transcript e-mailed with forms packet) 2 points

(i.e. HS transcript showing completion of Spanish 2, French 2, etc. will be accepted)

Email HS transcript with your Point Petition Sheet to the HPApplicationCenter@lanecc.edu

Volunteer/Community Service: (Required sealed form letter) 50+ hours (no expiration) up to 3 points

You can receive points on the application this year for volunteering in some capacity in your community. You must use the RN Nursing Application Volunteer Verification Form located here: <https://www.lanecc.edu/hp/nursing/registered-nursing-application-information>

The form can be Emailed directly from your Supervisor to hpapplicationcenter@lanecc.edu (directions on form) or mailed to LCC HP Application Center, 4000 E. 30th Ave. Bldg 30, Eugene, OR 97405 OR may be given back to the applicant in a sealed envelope with the supervisor(s) signature on the seal and dropped off in the Building 30 drop box. (All submittal options are posted on the form itself.)

You will receive 3 points if you volunteered in a leadership role and 2 points for any other volunteer work.

Leadership Role	3 points
Volunteer	2 points

Allied Health License/Certificate: 3 points

If you hold a current, unencumbered license or certificate as a CNA, LPN, MA, RT, EMT, PARA, DA, DH, X-ray Tech, EKG Tech, LMT, PTA, Surgical Tech or Phlebotomist **and** you

- Submit documentation proving current license or certificate that recognizes “no disciplinary action is in progress” **and** you fill in the requested information on Point Petition Sheet, you will qualify for full points.
- Oregon LPN or CNA’s can locate their license at [Oregon State Board of Nursing](#)

HSRT Test (REQUIRED): Up to 3 Points (HP Application Center to add points)

It is required to take the HSRT test that is proctored at LCC in our Health Professions computer lab or at a proctored site near you (see below.) ***There is a \$20 fee to sign up for the test at LCC and you must pre-register no later than 3 hours prior to attending.***

Please find a time and date that works for you by clicking on this [HSRT Test](#) link AFTER 12/10/18. There is a limit of 35 students per session and a refund for a cancelled or no-show is not allowed. You may reschedule as long as you do it a minimum of 5 hours prior to your scheduled test time and you must do so at the testing payment site.

You must take the test prior to sending in your Point Petition Sheet and you must fill in the date you that you took the test on this form. Please note: You may only take the test one time per application season, but the test can be used for multiple applications in one application year (i.e., RN, LPN, Bridge.)

Students may request taking the test at a proctored site near you, however, you will be responsible for paying the \$20 fee to the HP Application Center ahead of time by contacting HPApplicationCenter@lanecc.edu and will also be responsible for any fees your local testing site has for you. You will also be responsible for making all arrangements through the chosen testing center AND the HP Application Center via E-mail PRIOR to the application close date. For these reasons we recommend all applicants take the test at the LCC location. Sample questions can be found at: [Insight Assessment](#)

Genetics: Please note 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 to be equivalent.)

BI 112 Cell Biology for Health Occupations **AND** BI 233 A&P 3 **OR**

BI 112 **AND** BI 102G Genetics and Society **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 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 Winter 2019, if needed.
- _____ 3. **Health Profession Advising.** Meet with a [Health Professions Advisor](#), attend a [Preparing to Apply Workshop](#) 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** in myLane by Lane Enrollment Services, prior to the application close date. Have sent to Lane Community College, Enrollment Services – HP Application Center, 4000 E. 30th Avenue, Eugene OR 97405.
- _____ 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. **Complete required HSRT Test \$20 and pre-register at <https://www.registerblast.com/lanecchp>**
- _____ 7. **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.** Only courses that are completed and transcribed at LCC or on an official transcript 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.
- _____ 8. **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.**
- _____ 9. **Complete the 2019 RN Nursing Online Program Admissions Application & Payment**
You will be charged a **\$75 non-refundable application fee.** *Use the 2019 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
- _____ 10. **Make a Personal Copy of Application Documents for your files.** Your documents will not be returned to you.