

# **ASSOCIATE DEGREE NURSING (ADN) PROGRAM INFORMATION PACKET 2017-2018**

(Version 18.2)

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## **PROGRAM DESCRIPTION**

The Alpena Community College Nursing Program curriculum contains both the Practical Nursing (PN) and the Associate Degree Nursing (ADN) Programs and is designed to improve nursing career mobility and provide seamless progression from PN to ADN education. The Practical Nursing and Associate Degree programs are both approved by the Michigan Board of Nursing and both are accredited by the Accreditation Commission for Education in Nursing (3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, (404) 975-5000). Following successful completion of the PN program requirements, students apply for licensure as a Licensed Practical Nurse (LPN) and have the option of continuing into the ADN program if they meet the requirements. Upon successful completion of the ADN program, graduates obtain an Associate's Degree and apply for licensure as a Registered Nurse (RN). The Nursing Program is rigorous and challenging. It requires a high level of student commitment and mastery of content in many academic areas.

Important information about the Nursing Programs:

- Twenty (20) PN and twenty (20) ADN students are admitted each fall and spring semester.
- Nursing courses are offered primarily during the day/afternoon at the Alpena campus. Practical nursing courses (first year) are scheduled into two 16 week semesters. Associate Degree nursing courses (second year) are scheduled into two 16 week semesters.
- In addition to lecture and laboratory, clinical practice is required. Students must meet requirements as designated by the department, College, and clinical facilities.

## **APPLICATION/SELECTION PROCESS**

1. Submit your application to the Nursing Program Secretary once your prerequisite courses have been completed or while enrolled in your last semester of prerequisite courses. The open application period is February 1 – April 10 and September 1 – November 10.
2. Applications will be reviewed within one week following the end of each semester. All applicants can expect to receive a letter/email from the Nursing Department within two weeks following the end of each semester. Students who are not admitted must reapply. Please be aware that meeting minimum requirements does not guarantee an opening in either Program.
3. In the event that more than one student with the same score is eligible competitively to be admitted to either ACC Nursing Program admission to the program will be based on:
  - a. GPA
  - b. Work experience
  - c. Application date at the point when all prerequisite courses were met

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**ALPENA**  
**COMMUNITY COLLEGE**

665 Johnson Street  
Alpena, MI 49707-1495



## ADN APPLICATION REQUIREMENTS

<u>Action</u>	<u>For current students in the ACC PN Nursing Program</u>	<u>For ACC PN graduates who exit after the PN Program for one or two semesters</u>	<u>For ACC PN graduates who exit after the PN Program for greater than two semesters OR for LPN's who have obtained their LPN license from another nursing program</u>
<b>1. Apply to Alpena Community College</b>  <i>Required if you have not attended ACC within the past two years</i>			<input type="checkbox"/> Apply to Alpena Community College on-line at <a href="http://discover.alpenacc.edu/">http://discover.alpenacc.edu/</a> . <input type="checkbox"/> Submit high school and official college transcripts from <b>all</b> schools previously attended. College transcripts must be sent directly from the issuing college or university to the Registrar's Office at ACC for determination of equivalent course and transfer credit. <input type="checkbox"/> Once accepted to ACC register for New Student Orientation, as applicable. Visit <a href="https://www.alpenacc.edu/studentorientations/">https://www.alpenacc.edu/studentorientations/</a> for further information.
<b>2. Verify Transcripts</b>			<input type="checkbox"/> One week after applying to ACC, contact the ACC Registrar's office at (989) 358-7282 to confirm that all official college transcripts have been received.
<b>3. Advising and Assessment</b>			<input type="checkbox"/> Contact the Nursing Program Secretary at (989) 358-7217/ <a href="mailto:bregel@alpenacc.edu">bregel@alpenacc.edu</a> to schedule an advising appointment.
<b>4. Grade Point Average (GPA)</b>	<input type="checkbox"/> Current ACC PN nursing students who complete the PN Program with a minimum average GPA of 3.0, "B", in all ACC PN Program prerequisite and PN nursing program courses will be granted admission to the ADN Nursing Program in the first available semester after graduation after successful completion of the NCLEX-PN exam. Proof of licensure must be demonstrated within three months of beginning the ADN Program. Any student unable to provide licensure will be suspended from the Program.	<input type="checkbox"/> Attain a 2.0, "C" or better grade with an average (GPA) of 3.0, "B" in all ACC PN Program prerequisite and PN nursing program courses.	<input type="checkbox"/> Attain a 2.0, "C" or better grade with an average (GPA) of 3.0, "B" in all ACC PN Program prerequisite and PN nursing program courses.
	ACC PN Program prerequisite courses include: General Chemistry (CEM 111 + Lab), English Composition I (ENG 111), Human Anatomy (BIO 201 + Lab), Dosage Calculations (NUR 133), Human Physiology (BIO 203 + Lab) and Microbiology (BIO 140 + Lab). See current curriculum for ACC PN Nursing Program courses.		

<b><u>Action</u></b>	<b><u>For current students in the ACC PN Nursing Program</u></b>	<b><u>For ACC PN graduates who exit after the PN Program for one or two semesters</u></b>	<b><u>For ACC PN graduates who exit after the PN Program for greater than two semesters OR for LPN's who have obtained their LPN license from another nursing program</u></b>
<p><b>5. Apply to ACC Nursing Program</b></p> <p><i>Students may apply to the nursing program during their last semester of nursing prerequisite coursework or once prerequisite courses have been completed.</i></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Obtain and complete an ACC Nursing Program Application.</li> <li><input type="checkbox"/> Obtain a criminal background check from the Michigan State Police (ICHAT). There is a fee associated with this service. Print results and submit them with your application. Directions are attached.</li> <li><input type="checkbox"/> Obtain Central Registry Clearance from the State of Michigan Department of Human Services. Complete the attached form and submit it to the DHS agency in the county which you reside. There is no fee associated with this service. The DHS agency will mail your results directly to the nursing secretary.</li> <li><input type="checkbox"/> Submit your completed ACC Nursing Program Application with all required documentation attached to the Nursing Program Secretary during the open application period (February 1 – April 10 and/or September 1 – November 10).</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Obtain and complete an ACC Nursing Program Application.</li> <li><input type="checkbox"/> Obtain a criminal background check from the Michigan State Police (ICHAT). There is a fee associated with this service. Print results and submit them with your application. Directions are attached.</li> <li><input type="checkbox"/> Obtain Central Registry Clearance from the State of Michigan Department of Human Services. Complete the attached form and submit it to the DHS agency in the county which you reside. There is no fee associated with this service. The DHS agency will mail your results directly to the nursing secretary.</li> <li><input type="checkbox"/> Obtain a copy of your current unencumbered license from the State of Michigan. Attach to your application.</li> <li><input type="checkbox"/> If you have a previously earned degree that was not obtained at ACC you must provide official transcripts, a copy of your degree, or a Letter of Completion from the issuing college or university in order to receive Previously Earned Degree application points. Attach documentation to your application.</li> <li><input type="checkbox"/> Submit your completed ACC Nursing Program Application with all required documentation attached to the Nursing Program Secretary during the open application period (February 1 – April 10 and/or September 1 – November 10).</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Obtain and complete an ACC Nursing Program Application.</li> <li><input type="checkbox"/> You are required to submit documentation of six months of full time equivalent (1040) hours of work experience as a LPN within the last two years. Documentation should be on agency letterhead from a supervisor or human resources department and should include your job description, length of service, and hours per week worked.</li> <li><input type="checkbox"/> Obtain a criminal background check from the Michigan State Police (ICHAT). There is a fee associated with this service. Print results and submit them with your application. Directions are attached.</li> <li><input type="checkbox"/> Obtain Central Registry Clearance from the State of Michigan Department of Human Services. Complete the attached form and submit it to the DHS agency in the county which you reside. There is no fee associated with this service. The DHS agency will mail your results directly to the nursing secretary.</li> <li><input type="checkbox"/> Obtain a copy of your current unencumbered license from the State of Michigan. Attach to your application.</li> <li><input type="checkbox"/> If you have a previously earned degree that was not obtained at ACC you must provide official transcripts, a copy of your degree, or a Letter of Completion from the issuing college or university in order to receive Previously Earned Degree application points. Attach documentation to your application.</li> <li><input type="checkbox"/> Submit your completed ACC Nursing Program Application with all required documentation attached to the Nursing Program Secretary during the open application period (February 1 – April 10 and/or September 1 – November 10).</li> </ul>

### **Additional Application Information**

Students entering at either level of the nursing program must have a high school diploma, or General Education Degree (GED), or be enrolled in the early college program.

Students need to meet with a nursing advisor to develop an academic plan.

Prerequisite courses may only be repeated once. Withdrawals will be counted as an attempt of taking the class. The highest grade received in the course is used in calculating the student's GPA. Science courses that are older than five years from the date the student formally begins the Program will be evaluated on an individual basis for acceptance.

Applications are available online, on the second floor of the Natural Resources building in Alpena, or in room HUSH 211 in Oscoda.

The Nursing Program must meet legal and contractual agency requirements and students will not be admitted to the Program or be allowed to continue in the Program if clinical requirements cannot be met.

Students should be aware that the Michigan Board of Nursing may deny a license to any applicant who has been convicted of a felony or certain misdemeanors or is addicted to drugs or alcohol. ACC is not responsible if an applicant is denied licensure after completion of the Nursing Program. If the felony is such that the student would not be able to attend clinical rotations at any of our sites, admission to the Program would be denied.

ACC admits students to the ADN Nursing Program under a Selective Admission Process using the Admission Process Qualified Student Selection Forms (Table A & B). The criteria for admission will be based on: GPA of nursing prerequisite courses and corresponding lab courses, number of credits earned at Alpena Community College, previously earned degrees, healthcare work experience documented within the last five years, and number of semesters a student applied for admittance into the ACC PN Nursing Program.

### **REGISTRATION PROCEDURE**

After acceptance into the Nursing Program, students will be registered for nursing courses by the Director of Nursing. Students will receive required forms and procedures via US mail/email. Additional detailed information is available from the Nursing Program Secretary located in the Natural Resources Center, Room 202. Students accepted into the Nursing Program will be required to submit the following:

- Medical Clearance
- Drug Screen
- Health Care Provider/Professional Rescuer BLS (CPR) course (must be maintained throughout the Program)

**Table A - Alpena Community College Nursing Program Admission Process Qualified Student Selection Form – Current ACC PN Student applying for ADN**

Current ACC PN nursing students who complete the PN Program with an average GPA of 3.0, “B”, or better in all ACC PN Program prerequisite and PN nursing program courses will be granted admission to the ADN Nursing Program in the first available semester after graduation.

Criteria	Total GPA	GPA is $\geq$ 3.0
<b>1. Grades: GPA of Prerequisite and Nursing Courses:</b> CEM 111/CEM 221 + Lab ENG 111/ENG 121 BIO 201 + Lab NUR 133 BIO 203 + Lab BIO 140 + Lab All PN Nursing Program Courses		<input type="checkbox"/> Yes  <input type="checkbox"/> No

**Table B - Alpena Community College Nursing Program Admission Process Qualified Student Selection Form – ADN**

Criteria	Point Scale	Total Score
<b>2. Unencumbered LPN License</b>	Current Expired	= 1 = 0
<b>3. Grades: GPA of Prerequisite and Nursing Courses:</b> CEM 111/CEM 221 + Lab ENG 111/ENG 121 BIO 201 + Lab NUR 133 BIO 203 + Lab BIO 140 + Lab All PN Nursing Program Courses	4.00 – 3.90 3.89 – 3.80 3.79 – 3.70 3.69 – 3.60 3.59 – 3.50 3.49 – 3.40 3.39 – 3.30 3.29 – 3.20 3.19 – 3.10 3.09 – 3.00	= 50 = 45 = 40 = 35 = 30 = 25 = 20 = 15 = 10 = 5
<b>4. Number of ACC Credits Earned</b>	12.5 or more $\geq$ 10 $\geq$ 8 $\geq$ 6 $\geq$ 4 <4	= 7 = 6 = 5 = 4 = 2 = 0
<b>5. Previously Earned Degrees</b> Only one previously earned degree will be accepted.	Baccalaureate Degree or higher Associate Degree None	= 10 = 5 = 0
<b>6. Healthcare Work Experience *</b> Documentation of six months of full time equivalent hours (1040 hours) as an LPN within the last two years  <i>*Only for ACC PN graduates who exit after the PN program for &gt; 2 semesters and students who obtained their LPN license from another nursing program</i>	6 months or more 1-5 months <1	= 10 = 5 = 0
<b>TOTAL SCORE:</b>		

## **SUPPORTING COURSES**

In addition to nursing courses, these corequisite courses are part of the ADN Nursing Program Curriculum and must be successfully completed by ADN students. It is highly recommended to complete as many of these courses as possible prior to starting the Nursing Program.

- PLS 221 Political Science (PLS 222, State and Local Government, will be accepted)
- ENG 112 English 112

## **ESTIMATION OF TUITION AND FEES**

<b>ESTIMATE OF TUITION AND FEES NURSING PROGRAM</b>				
	<b>LPN PROGRAM</b>		<b>RN PROGRAM</b>	
	<b>Resident</b>	<b>Non-Resident</b>	<b>Resident</b>	<b>Non-Resident</b>
Tuition	\$5500.00	\$8400.00	\$6000.00	\$9500.00
Online Course Fees	0.00	0.00	30.00	30.00
Registration Fees	60.00	60.00	60.00	60.00
Instructional/Equipment Fees (technology)	170.00	170.00	186.00	186.00
Service Fees (student)	250.00	250.00	280.00	280.00
Course Fees (facilities)	250.00	250.00	280.00	280.00
Books, ATI, Skills Bag	2600.00	2600.00	2300.00	2300.00
Background Check	20.00	20.00	20.00	20.00
Uniform (including ACC crest)	85.00	85.00	85.00	85.00
Clinical Supplies (stethoscope, watch)	40.00	40.00	40.00	40.00
Application fee for Licensure & NCLEX	340.00	340.00	340.00	340.00
<b>TOTAL</b>	<b>\$9315.00</b>	<b>\$12215.00</b>	<b>\$9621.00</b>	<b>\$13121.00</b>

*The above figures are based on 2017-2018 rates and are subject to change. A Resident student is one whose legal residence is in the Alpena Public School District. All other students are Non-Resident.*

**NOTES:** Requirements for admission to the Nursing Program(s) are subject to change at any time.

**NURSING, REGISTERED**  
Associate in Applied Science (AAS) Degree

**Minimum Credits: 26.5**  
**Contact Hours: 46.5**

**GENERAL EDUCATION COURSES**

COURSE	TITLE	CREDITS	CONTACT HOURS
ENG 112	English Composition II	3.0	3.0
PLS 221 or PLS 222	American Government & Politics or State & Local Government	<u>3.0</u>	<u>3.0</u>
<b>GENERAL EDUCATION CREDITS/CONTACT HOURS:</b>		6.0	6.0

**CORE PROGRAM COURSES (MEET WITH ACADEMIC ADVISOR TO DETERMINE CORE PROGRAM COURSES FOR CONCENTRATION AND TRANSFER)**

COURSE	TITLE	CREDITS	CONTACT HOURS
NUR 240	Advanced Medical Surgical Theory I	2.0	2.0
NUR 241	Advanced Medical Surgical Clinical I	2.0	6.0
NUR 242	Advanced Parent/Child Nursing Theory	2.5	2.5
NUR 243	Advanced Parent/Child Nursing Clinical	1.5	4.5
NUR 244	Physical Assessment	1.0	1.0
NUR 244LC	Physical Assessment Lab	1.0	3.0
NUR 249	Advanced Medical Surgical Nursing Theory II	2.0	2.0
NUR 249LC	Advanced Medical Surgical Nursing Lab II	0.5	1.5
NUR 250	Medical Surgical Nursing Clinical II	1.5	4.5
NUR 252	Psychiatric Nursing Theory	2.0	2.0
NUR 252LC	Psychiatric Nursing Lab	0.5	1.5
NUR 253	Psychiatric Nursing Clinical	1.5	4.5
NUR 255	Nursing Leadership	1.0	1.0
NUR 257	Medical Surgical Nursing Clinical III	<u>1.5</u>	<u>4.5</u>
<b>CORE PROGRAM CREDITS/CONTACT HOURS:</b>		20.5	40.5
<b>TOTAL MINIMUM PROGRAM CREDITS/CONTACT HOURS:</b>		26.5	46.5

**SUGGESTED SEQUENCING OF COURSES:**

YEAR 1 (FALL SEMESTER) <u>13.0</u> CREDITS	CREDITS	CONTACT HRS	YEAR 1 (SPRING SEMESTER) <u>13.5</u> CREDITS	CREDITS	CONTACT HRS
ENG 112 English Composition II	3.0	3.0	PLS 221 or PLS 222 Amer Gov't & Politics or State & Local Government	3.0	3.0
NUR 240 Adv Med Surg Theory I	2.0	2.0	NUR 249 Adv Med Surg Nursing Theory II	2.0	2.0
NUR 241 Adv Medical Surgical Clinical I	2.0	6.0	NUR 249LC Adv Med Surg Nursing Lab II	0.5	1.5
NUR 242 Adv Parent/Clinical Nursing Theory	2.5	2.5	NUR 250 Med Surg Nursing Clinical II	1.5	4.5
NUR 243 Adv Parent/Child Nursing Clinical	1.5	4.5	NUR 252 Psychiatric Nursing Theory	2.0	2.0
NUR 244 Physical Assessment	1.0	1.0	NUR 252LC Psychiatric Nursing Lab	0.5	1.5
NUR 244LC Physical Assessment Lab	<u>1.0</u>	<u>3.0</u>	NUR 253 Psychiatric Nursing Clinical	1.5	4.5
TOTAL	13.0	22.00	NUR 255 Nursing Leadership	1.0	1.0
			NUR 257 Med Surg Nursing Clinical III	<u>1.5</u>	<u>4.5</u>
			TOTAL	13.5	24.5

**NOTES:**

\*All courses from Level I Nursing Program must be completed including prerequisites. In addition ENG 112 and PLS 221 or PLS 222 can be taken as pre-requisite or co-requisite courses for the Associate Degree Program.

\*LPNs who obtained practical nurse education at ACC or another school or college may also apply.