

# **PRACTICAL NURSING (PN) PROGRAM INFORMATION PACKET 2017-2018**

(Version 18.1)

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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



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## **PN APPLICATION REQUIREMENTS**

<u><b>Action</b></u>	<u><b>For current ACC students</b></u>	<u><b>For students who attended ACC &gt; 2 years ago and students coming from other institutions</b></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 undergraduate 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"/> Attain a 2.0, "C" or better grade with an average GPA of 3.0, "B" in all nursing prerequisite courses. 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).	
<b>5. Apply to ACC Nursing Program</b>  <i>Students may apply to the nursing program during their last semester of nursing prerequisite coursework or once prerequisite courses have been completed.</i>	<input type="checkbox"/> Obtain and complete an ACC Nursing Program Application. <input type="checkbox"/> If you have had any healthcare work experience within the last five years obtain documentation from a supervisor or human resources department on agency letterhead indicating your job description, length of service, and hours per week worked. Submit this documentation with your application. <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. <input type="checkbox"/> Obtain Central Registry Clearance from the State of Michigan Department of Human Services. Complete the attached form and submit the form to your local DHS agency. There is no fee associated with this service. The DHS agency will mail your results directly to the nursing secretary. <input type="checkbox"/> Take the ATI Test of Essential Academic Skills (TEAS). Contact the ACC Testing Center at 989-358-7209 to arrange testing. Obtain a copy of your test results from the Testing Center and submit them with your application. <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. <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).	

### **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.

#### **ATI TEAS EXAM:**

- The ATI TEAS exam may be taken a maximum of two times per year.
- ATI TEAS results are valid for one year.
- The ATI TEAS exam is an online multiple-choice exam.
- For positive identification, a driver's license or ACC student photo ID is necessary for admission to the ACC Testing Center (VLH 122) on the date of the test.
- A \$55.00 non-refundable and non-transferable fee must be paid to register to take the ATI TEAS exam at Alpena Community College. Fees are subject to change.

The ATI TEAS Study Manual (Sixth Edition) is available to check out in the Alpena Community College Library. It is highly recommended that you review this Manual before TEAS testing. An online practice test can also be purchased from the ATI testing website ([www.atitesting.com](http://www.atitesting.com)).

ACC admits students to the PN Nursing Program under a Selective Admission Process using the Admission Process Qualified Student Selection Form (Table A). The criteria for admission will be based on: GPA of nursing prerequisite courses and corresponding lab courses, ATI Test of Essential Academic Skills (TEAS™) composite score, 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 - PN**

Criteria	Point Scale	Total Score
<b>1. Grades: GPA of Prerequisite Courses:</b> CEM 111/CEM 221 + Lab ENG 111/ENG 121 BIO 201 + Lab NUR 133 BIO 203 + Lab BIO 140 + Lab	4.00 – 3.90	= 50
	3.89 – 3.80	= 45
	3.79 – 3.70	= 40
	3.69 – 3.60	= 35
	3.59 – 3.50	= 30
	3.49 – 3.40	= 25
	3.39 – 3.30	= 20
	3.29 – 3.20	= 15
	3.19 – 3.10	= 10
	3.09 – 3.00	= 5
<b>2. ATI TEAS Composite Score</b>	Exemplary	= 20
	Advanced	= 15
	Proficient	= 10
	Basic	= 5
	Developmental	= 0
<b>3. Number of ACC Credits Earned</b>	12.5 or more	= 7
	≥10	= 6
	≥8	= 5
	≥6	= 4
	≥4	= 2
	<4	= 0
<b>4. Previously Earned Degrees</b> Only one previously earned degree will be accepted.	Baccalaureate Degree or higher	= 10
	Associate Degree	= 5
	None	= 0
<b>5. Healthcare Work Experience in the last 5 years</b> Only one category of Healthcare Work Experience will be accepted.	Direct Care (hands on patient care): e.g. CNA, RT, EMT, paramedic, homecare aide, MA, etc.	= 10
	Indirect Care: e.g. dietary, aide, ward clerk, transporter, housekeeper, medical coder/biller, etc.	= 5
	None	= 0
<b>6. Number of semesters student applied for admittance into the ACC PN Nursing Program</b>	3 Semesters or more	= 3
	2 Semesters	= 2
	1 Semester	= 1
	First Application	= 0
<b>TOTAL SCORE:</b>		

**ESTIMATION OF TUITION AND FEES**

ESTIMATE OF TUITION AND FEES NURSING PROGRAM				
	LPN PROGRAM		RN PROGRAM	
	Resident	Non-Resident	Resident	Non-Resident
Tuition	\$5600.00	\$8750.00	\$5950.00	\$9350.00
Registration Fees	60.00	60.00	60.00	60.00
Instructional/Equipment Fees (technology)	175.00	175.00	186.00	186.00
Service Fees (student)	260.00	260.00	280.00	280.00
Course Fees (facilities)	260.00	260.00	280.00	280.00
Books (ATI)	2500.00	2500.00	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	317.00	317.00	317.00	317.00
<b>TOTAL</b>	<b>\$9317.00</b>	<b>\$12467.00</b>	<b>\$9518.00</b>	<b>\$12918.00</b>
<i>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.</i>				

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

**NURSING, LICENSED PRACTICAL  
Certificate**

**Minimum Credits: 44.5  
Contact Hours: 68.5**

**GENERAL EDUCATION COURSES**

COURSE	TITLE	CREDITS	CONTACT HOURS
BIO 140	Microbiology for the Health Sciences	3.0	5.0
BIO 201	Human Anatomy	4.0	5.0
BIO 203	Human Physiology	4.0	5.0
CEM 111	General Chemistry	4.0	7.0
ENG 111	English Composition I	<u>3.0</u>	<u>3.0</u>
<b>GENERAL EDUCATION CREDITS/CONTACT HOURS:</b>		18.0	25.0

**CORE PROGRAM COURSES**

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

COURSE	TITLE	CREDITS	CONTACT HOURS
NUR 128	Pharmacology I	1.5	1.5
NUR 133 (Prerequisite)	Dosage Calculation	1.5	1.5
NUR 135	PN Transition to Practice	1.0	1.0
NUR 140	Foundations of Nursing Theory	3.0	3.0
NUR 140LC	Foundations of Nursing Lab	1.5	4.5
NUR 142	Medical Surgical Nursing I Theory	2.5	2.5
NUR 143	Medical Surgical Nursing Clinical I	2.0	6.0
NUR 150	Medical Surgical Nursing II Theory	2.5	2.5
NUR 151	Medical Surgical Nursing Clinical II	2.0	6.0
NUR 152	OB/Reproductive Health/Peds Theory	2.0	2.0
NUR 153	OB/Reproductive Health/Peds Clinical	1.5	4.5
NUR 155	Nutrition in Health & Illness	2.0	2.0
NUR 156	Pharmacology II	2.0	2.0
NUR 157	Medical Surgical Nursing Clinical III	<u>1.5</u>	<u>4.5</u>
<b>CORE PROGRAM CREDITS/CONTACT HOURS:</b>		26.5	43.5
<b>TOTAL MINIMUM PROGRAM CREDITS/CONTACT HOURS:</b>		44.5	68.5

**SUGGESTED SEQUENCING OF COURSES:**

<b>YEAR 1 (FALL SEMESTER) <u>12.5</u> CREDITS</b>		<b>CREDITS</b>	<b>CONTACT HRS</b>	<b>YEAR 1 (SPRING SEMESTER) <u>7.0</u> CREDITS</b>		<b>CREDITS</b>	<b>CONTACT HRS</b>
CEM 111 General Chemistry	4.0	7.0	BIO 203 Human Physiology	4.0	5.0		
ENG 111 English Composition I	3.0	3.0	BIO 140 Microbiology	<u>3.0</u>	<u>5.0</u>		
BIO 201 Human Anatomy	4.0	5.0	TOTAL	7.0	10.0		
NUR 133 Dosage Calculations	<u>1.5</u>	<u>1.5</u>					
TOTAL	12.5	16.5					
<b>YEAR 2 (FALL SEMESTER) <u>12.5</u> CREDITS</b>		<b>CREDITS</b>	<b>CONTACT HRS</b>	<b>YEAR 2 (SPRING SEMESTER) <u>12.5</u> CREDITS</b>		<b>CREDITS</b>	<b>CONTACT HRS</b>
NUR 128 Pharmacology I	1.5	1.5	NUR 135 PN Transition to Practice	1.0	1.0		
NUR 140 Foundations of Nursing Theory	3.0	3.0	NUR 150 Med Surg Nursing II Theory	2.5	2.5		
NUR 140LC Foundations of Nursing Lab	1.5	4.5	NUR 151 Med Surg Nursing II Clinical	2.0	6.0		
NUR 152 OB/Reproductive Health/Peds	2.0	2.0	NUR 155 Nutrition in Health & Illness	2.0	2.0		
NUR 142 Med Surg Nursing I Theory	2.5	2.5	NUR 153 OB/Repr Health/Peds Clinical	1.5	4.5		
NUR 143 Med Surg Nursing Clinical I	<u>2.0</u>	<u>6.0</u>	NUR 156 Pharmacology II	2.0	2.0		
TOTAL	12.5	19.5	NUR 157 Med Surg Nursing III Clinical	<u>1.5</u>	<u>4.5</u>		
			TOTAL	12.5	22.5		