You must be an admitted RCTC Student to apply to this program.
Contact information on file with Admissions and Records will be used for all communication.

DEADLINES

- Fall: February 1
- Spring: September 15

Applications MUST be received by RCTC Admissions and Records by 4:30 PM the day of the deadline. If the deadline falls on a weekend, the deadline is the first business day after. Late applications will NOT be considered. Updated transcripts and/or supporting documentation MUST be on file with the Admissions and Records Office; however, they do NOT need to be evaluated prior to the deadline.

ADMISSION REQUIREMENTS

The following prerequisites (or their equivalent) must be satisfactorily completed, prior to the admission deadline, to meet the program entrance requirements. Grades of “C” or better are required.

- Official Transcripts from all colleges attended (these should be submitted to the Admissions and Records Office)
- Cumulative College GPA at or above 2.5
- Have a valid Minnesota LPN License; Year obtained: ________ (Include a copy)
- Current CPR for the Health Professional/Professional Rescuer (include copy of card)
- Successful Completion with “C” or better in: BIOL 1217, CHEM 1117, ENGL 1117

5-year Science rule can be waived if currently working as an LPN. Please provide:
Name of Employer
Name and Phone number of Direct Supervisor

ADMISSION PROCESS

1. Candidates will be ranked according to total points achieved. Ten seats are available each semester. Points will be given for the following categories:
   - Cumulative College GPA
   - Practical Nursing Education
   - RCTC Diploma = 2 points
   - Another NLNAC accredited program = 1 point

2. Ten (10) students will be selected for the program each semester. If you do not get in, you will need to reapply the next semester.
3. Once admitted, students will be granted six (6) advanced transfer credits and placed in the second semester, NURS 1118 in the AD program.
4. All LPNs will be in the together in the same clinical group for NURS 1118. This will be designated for LPNs only.

PREVIOUS EDUCATION – Please list ALL previously attended colleges

<table>
<thead>
<tr>
<th>Colleges attended</th>
<th>Dates of attendance</th>
<th>Official transcript submitted (“X”)</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Yes</td>
<td></td>
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<td>□ Yes</td>
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<td>□ Yes</td>
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STATEMENT OF UNDERSTANDING

By signing below, I agree to the following:

1) This application is valid only for the semester for which I have applied. If necessary, it will be my responsibility to reapply.
2) I have reviewed and meet the Program Prerequisites.
3) I have reviewed and meet the Program Admission Requirements as noted above.
4) I understand that I will be given six (6) transfer credits and will begin in the 2nd semester of the program.
5) I understand that if information is missing from my file, I will NOT be admitted to the Program.

- Your RCTC student e-mail address will be used for verification of receipt of application
- All applicants will be notified of admission status within sixty (60) days after the deadline.
- Incomplete applications will not be accepted.

Signature: ___________________________ Date: ________________
TRANSFER STUDENTS

- Submit updated official transcripts from all previously attended colleges
  - Questions related to transfer equivalencies from other colleges can be directed to Sue Danielson, Sue.Danielson@rctc.edu.
  - If a course is questionable, ALWAYS submit a detailed course syllabus (usually an issue with the algebra requirement).
  - If necessary, submit placement test results from other colleges (ACCUPLACER, COMPASS, etc.).
- If your chosen major is something other than Nursing, your transfer evaluation will NOT be correct
  - You may request, at the Admissions counter, to have your transcripts re-evaluated for Associate Degree Nursing.

YOUR MOST CURRENT OFFICIAL TRANSCRIPTS

Your most current official transcripts need to be on file at RCTC prior to the admission deadline. If a course is questionable, you must submit a detailed course syllabus. If necessary, you must submit placement test results from other colleges.

NURSING (AD) COURSE SEQUENCE

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<thead>
<tr>
<th>Semester I</th>
<th>Semester II</th>
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<tbody>
<tr>
<td>NURS 1117, 6 cr</td>
<td>NURS 1118, 6 cr</td>
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<tr>
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<tr>
<td>CHEM 1117, 4 cr</td>
<td>BIOL 2021, 4 cr</td>
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<tr>
<td>ENGL 1117, 4 cr</td>
<td>PSYC 2618, 4 cr</td>
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<table>
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<tr>
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<th>Semester IV</th>
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<tbody>
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<td>NURS 2207 (8 wks) 3 cr</td>
<td>NURS 2209 (8 wks), 3 cr</td>
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<tr>
<td>NURS 2208 (8 wks), 3 cr</td>
<td>NURS 2218(8 wks), 3 cr</td>
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<tr>
<td>NURS 2217, 5 cr</td>
<td>NURS 2219 (8 wks), 4 cr</td>
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<td>SOC 1614, 3 cr</td>
<td>NURS 2220 (8 wks), 1 cr</td>
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<td>PHIL 1125/1135, 3 cr</td>
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<td>TOTAL 14 cr</td>
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</tbody>
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FREQUENTLY ASKED QUESTIONS

How will I know if I have received my Nursing application?
All students who apply at least two weeks prior to the deadline will be notified via their RCTC Student e-mail address that their application has been received. If you do not receive the confirmation e-mail, you should contact Chris.Wolf@rctc.edu or Admissions@rctc.edu prior to the deadline.

How are students selected for Nursing?
Up to ten (10) students will be admitted into the program every fall & spring semester. All applications submitted prior to the deadline will be reviewed. Only students who have successfully completed the minimum qualifications will be considered for admission. Students will be ranked by cumulative grade point average (GPA). A minimum 2.50 cumulative GPA is required and will be calculated at the time of the admission deadline. If you have been to more than one college in the last 10 years, those grades will be averaged to calculate your cumulative GPA. Cumulative GPA = GPA Points divided by GPA Credits for all attempted college credits.

Is there anything else I need to do once I am accepted into the program?
Once notified of your acceptance, you will need to register for a mandatory Nursing Orientation. Directions will be given in your acceptance letter. You will need to submit all required health forms, proof of health insurance, and submit background studies.

Is there any other information I need to submit?
Please make sure that all information is submitted to RCTC prior to 4:30PM on the day of the deadline. RCTC will NOT request missing information. It is the responsibility of the applicant to ensure that all information has been submitted prior to the deadline. If you were previously a student at RCTC and more than one year has passed since you were enrolled last, please submit an Intent to Return form. Applications and Intent to Return forms are available online at www.rctc.edu/admissions/html/application_form.html. If your transcripts were not evaluated for the Associate Degree Nursing Program, please request that they be re-evaluated (Admissions and Records).

Are there any part-time options?
Part-time options are available for the Third and Fourth semester of the Nursing program. Students must contact the Director of Nursing to develop an academic plan for completion of the program requirements.

If I have a question that is not addressed here, who can I contact?

Program Advisor - Chris Wolf at Chris.Wolf@rctc.edu
Director of Nursing Programs - Merry Beth Gay, MerryBeth.Gay@rctc.edu

Please include your name, Stinger ID number, telephone number, and detailed message.