Bon Secours
Memorial College of Nursing

Policy Name:	Program Admission - BSMCON
Policy Number:	ACA 2.01
Title of Policy Owner:	Campus Director & Dean of Academic Affairs - BSMCON
Policy Type:	☒RHEI/Shared Services ☒BSMCON ☐SCHS ☐SOMI
Approved by:	RHEI Leadership Team
Effective Date:	8/1/2023
Version:	3.0
Policy Status:	Approved

I. Policy

Nursing Admission

II. Purpose

This policy describes the admission requirements for prospective students to be admitted to Bon Secours Memorial College of Nursing (BSMCON).

III. Scope

This policy applies to all prospective students seeking admission to BSMCON.

IV. Definitions

None

V. Policy Details

Policy Statement:

To be eligible for admission to the College of Nursing in any published year, the application and all required materials must be received by the published deadlines.

Admission to the Pre-Licensure BSN and the Post-Licensure RN to BSN program occurs twice a year, in the fall and spring semesters. The Office of Admissions submits all completed Pre-Licensure applications to the Admission and Progression Committee for decision and approval.

All students must adhere to the College Admission Policy (ADM 3.11).

All students must attest to possessing the following Essential Skills and Competencies for Distance Education courses:
- o Basic computer skills including, but not limited to:
  - ▪ Ability to communicate following rules of netiquette;

- Ability to conduct web searches;
- Ability to download/upload files;
- Ability to communicate and collaborate asynchronously
  - Basic reading and writing skills
  - Time management and goal setting skills dedicated to prioritizing course work
  - Ability to learn from text and multimedia
  - Problem solving skills
  - Willingness to seek support

Admission into the College of Nursing is competitive. An applicant who meets all requirements is not guaranteed acceptance to the program.

Pre-Licensure BSN Program Admission Requirements

- Graduation from an accredited high school or General Educational Development (GED) certificate. The admission office will confirm all students' transcripts arrive from a high school with a CEEB code, as well as the high school seal and/or signature. If a transcript is from a high school that lacks a CEEB code or seal/signature, the admission office will investigate to confirm the school is recognized by the state department of education or home school association (see link below). If a diploma is determined invalid, a GED may be required for admission consideration.

  To search the U.S. Department of Education's Database of Schools, visit the following link below:
  https://www.nacacnet.org/knowledge-center/professional-standards/compliance-center/verification-of-high-school-completion/

- Achievement of a cumulative grade point average of 2.5 or greater in the general education course requirements. Provision of official transcripts from high school, high school diploma or GED program certificate and all post-secondary schools/colleges/universities attended.

- Notice to the College of any convictions or present indictment for any felony or misdemeanor offense other than traffic violations that have not been expunged.

- Completion of 46 general education credits toward the BSN degree (refer to policy ADM 2.07). For transfer credit guidelines refer to policy ADM 3.10.

- Short Answer Essay(s) are required according to specific guidelines.

Graduates from the Christopher Newport University, College of William and Mary, George Mason University, James Madison University, Longwood University, Mary Washington University, Norfolk State University, Old Dominion University, Radford University, Randolph-Macon College, University of Richmond, University of Virginia, Virginia Commonwealth University, Virginia Polytechnic Institute and State University, Virginia State University, and Virginia Union University with a 3.0 GPA or higherand a B in the required pre-requisite

courses will have guaranteed admission based on space availability. Essays are not required.

Once a student is offered admission to the program, the following are other requirements that <u>must be completed before a student will be allowed to attend classes</u>:

- Attend "New Student Orientation", complete the Online Readiness module, and Curriculum Planning session.
- Submit clinical compliance requirements as stated in policy ACA 1.03.

<u>Post-Licensure RN-BSN Program Admission Requirements</u>

- Guaranteed admission to all applicants that meet the following requirements:
    - Graduation from an accredited college or university; either diploma or associate degree.
    - Provision of official transcripts from high school, high school diploma or GED program certificate and all post-secondary schools/colleges/universities attended.
    - Achievement of a cumulative grade point average of 2.0 or greater in the general education course requirements.
    - Valid unrestricted license to practice registered nursing in the U.S.
    - Complete a minimum of 24 of the 46 required general education credits (refer to policy ACA 3.03) to include:
        - Developmental Psychology (3 credits)
        - Microbiology (3-4 credits)
        - Anatomy & Physiology (6-8 credits)
        - College Math (3 credits) – *Statistics Recommended*
        - English Comp I & II
    - If fewer than 46 credits are completed prior to admission, the student must take the remaining credits of general education at BSMCON. Any exceptions to general education credits as outlined by the Cluster Model (refer to policy ADM 2.07) are at the discretion of the Program Chair and Associate Dean of Academic Affairs.

    For transfer credit guidelines refer to policy ADM 3.10.

Once a student is offered admission to the program, the following are other requirements that <u>must be completed before a student will be allowed to attend classes</u>:

- Complete "New Student Orentation" online, Online Readiness module and Curriculum Planning session.
- Submit clinical compliance requirements as stated in policy ACA 1.03.

VI.   Attachments

None

VII. Related Policies

ACA 1.03 Clinical Compliance Requirements
ACA 3.03 General Education Requirements
ADM 3.10 Transfer Credits
ADM 3.11 College Admissions/Readmissions

VIII. Disclaimers

a. Nothing in this policy creates a contractual relationship between Bon Secours Memorial College of Nursing (BSMCON) and any party. BSMCON, in its sole discretions, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

IX. Version Control

Version	Date	Description	Prepared by
1.0	5/11/2020	Revision and new template	Dean of Academic Affairs
2.0	1/12/2022	Revisions, title update	Campus Director, Dean of Academic Affairs
3.0	1/11/2023	Revisions	Campus Director, Dean of Academic Affairs