Thank you for your interest in the Associate Degree Nursing Program (ADN) at Vernon College. Please use the VC Website and ADN Home Page as important communication tools for the ADN Program. **The RN Generic & the Generic Re-admission Programs are designed for the student who are not LVN/LPN’s** and have completed all or most of their general education requirements. The next RN Generic Program will begin in the fall semester. This program encompasses five semesters of nursing courses or 2 years of study. The curriculum involves 2-3 days a week each semester for classroom, lab, and/or clinical experience.

The ADN Program requires 20 semester credit hours (SCH) of general education, 6 SCH of related requirements, and 34 SCH of nursing (RNSG) for the RN Generic Program (see catalog for degree requirements). The general education and related requirement courses must be completed prior to enrollment in the first semester of the ADN Program. If a student does not have the basic computer literacy skills, it is highly recommended that he/she complete basic computer course, COSC 1301. Potential ADN students will be required to maintain cumulative 2.75 or higher GPA on the following 20 semester credit hours (SCH) of general education and 6 SCH of related requirements:

- 4 hours **BIOL 2401 Anatomy & Physiology I with lab (Prerequisite to A&P II & Pathophysiology)**
- 4 hours **BIOL 2402 Anatomy & Physiology II with lab**
- 3 hours **PSYC 2301 General Psychology**
- 3 hours **MATH 1314 College Algebra or MATH 1332 Contemporary Mathematics I or MATH 1342 Elementary Statistical Methods**
- 3 hours **PSYC 2314 Lifespan Growth and Development**
- 3 hours **RNSG 1311 Pathophysiology**
- 3 hours **ENGL 1301 Composition I**
- 3 hours Language Philosophy, and Culture or Creative Arts Elective:
  - (Select One: ARTS 1301, DRAM 1310, ENGL 2322, ENGL 2323, ENGL 2327, ENGL 2328, ENGL 2332, ENGL 2333, HIST 2311, HIST 2312, or MUSI 1306)

*A grade of C or higher must be achieved for admission consideration

GPA calculations used on the **Vernon College ADN Program Admission Point System** are based solely on the preceding required prerequisite courses. Courses not required for admission to the ADN Program will not be used to calculate the GPA.

RNSG 1115 Health Assessment, RNSG 1246 Legal and Ethical Issues in Nursing, and RNSG 1301 Pharmacology are required courses in the nursing curriculum but may not be taken prior to acceptance into the ADN Program unless the student is an LVN/LPN. A generic student will take these course while enrolled in the ADN Program. If RNSG 1311 Nursing Pathophysiology was completed 3 years or more prior to entering the ADN Program, the course will not be valid for acceptance in the program or graduation. See the recommended prerequisites progression guidelines posted on the ADN Home Page.

**THE DEADLINE FOR APPLICATION, TESTING, AND DOCUMENTATION SUBMISSION IS MAY 20, 2018.**

Selection of nursing students is based on the number of applicants, applicant ranking according to the **Vernon College ADN Program Admission Point System**, and receipt of application documentation by the application deadline. Failure to submit required documentation by the application deadline may result in lower ranking. Because the selection date is dependent upon many variables, the date may vary each semester.
The following checklists are provided to ensure completion of all necessary steps for the application for the Associate Degree Nursing Program (ADN).

**Office of Admissions & Records:**
For more information see the Vernon College (VC) Catalog/Admission Procedures
http://www.vernoncollege.edu/admissions-home

- **College Application Form:** [http://www.vernoncollege.edu/Applying-To-VC](http://www.vernoncollege.edu/Applying-To-VC)
- **Official Transcripts:** An official copy of transcript(s) from the high school of graduation or GED and all colleges or universities attended must be on file in the Office of Admissions for the ADN Department to evaluate.

**Office of Student Services:**
For more information see of the VC Catalog/Texas Success Initiative (TSI)
http://www.vernoncollege.edu/TSI-Explanation

- **COLLEGE READINESS & New Student Orientation:** All nursing students must have an admissions permit, attend new student group advising, and be considered "COLLEGE READINESS CLEAR" by Vernon College to be eligible to register during online campus connect registration. Any students with questions about the admission permit should contact the admissions office and/or questions about their "College Readiness Cleared" status should contact the counseling office. All students will be required to provide the admission office with an official copy of transcript(s) of any college attended outside Vernon College. TSI completion must be documented on the Vernon College Transcript. If your TSI completion is not posted on the Vernon College transcript, please contact the Office of Student Services.

**Associate Degree Nursing Department:**
For more information visit the ADN Home Page
http://www.vernoncollege.edu/associate-degree-nursing-home

- **Entrance Exam Scores (HESI A2):** Students are required to take the entrance exam during the current testing period: October 2017 to May 20, 2018 at Vernon College. This exam is used for evaluation and ranking purposes. The required passing composite score is 78. The HESI A2 entrance exam must be taken yearly. The entrance exam may only be taken twice per year during the current testing period. Exam scores received outside current testing period are no longer valid. The entrance exam will cover Math, Reading Comprehension, and Anatomy/Physiology. Students are required to upload a copy of the test score with their nursing application.

  Please contact the Testing Center on the Vernon Campus or Century City Center to schedule an appointment for testing. The telephone numbers are: Vernon Campus: 940-552-6291, ext. 2317, Century City Center: 940-696-8752, ext. 3278. After taking the exam the student can go to the following website [https://evolve.elsevier.com/productPages/s_872.html](https://evolve.elsevier.com/productPages/s_872.html) for free remediation. When the Evolve account is created, you will be asked for an email address. Evolve will email you login and password information for access to the site. You must use this information to access remediation following the exam.

- **Documentation Requirements:** Students are required to upload a copy of all documentation with their nursing application prior to submission (where applicable).
  - HESI A2 Exam Score
  - Proof of valid certificate or licensure (in healthcare field) if applicable
  - Verification of Documented Practice Hours Form (posted on the ADN Home Page)
  - Transcript identifying post-secondary degree/certificate completion
  - Proof of military service and/or spouse
Online Nursing Application: will be posted by late November with general instructions for submission. All applicants are required to have a Vernon College e-mail address by the application deadline. To activate/setup your Vernon College E-mail account: http://www.vernoncollege.edu/student-email. It is the applicant’s responsibility to ensure that the application is filled out in its entirety and all documentation is uploaded. The ADN Department will e-mail all students a notification letter identifying their program status after the selection date. Students who are not selected into ADN Program this year or who decline a position must re-apply to be considered for the next RN Generic Program cohort.

Criminal Background Check: Admission to the ADN Program is conditional based on a DPS/FBI clear criminal background check (CBC), which is mandated by the Texas Board of Nursing (BON). This becomes especially important if you know there have been legal issues in the past and your background check may be positive. The review of a positive background may take months, which may prevent admission to program. If your background is under review by the BON and you have not received the required documentation before the first day of class, you may start “conditionally” as long as proof of fingerprinting has been provided. Following application submission, a student applicant roster will be sent to the BON. Once the roster has been reviewed by the BON, applicants will be placed in one of the following categories:

1) Clear - the BON has notified the ADN Department that an applicant has a completed and cleared (negative) background check, the applicant will receive a blue card in the mail from the BON. The student will provide a copy of the blue card to the ADN Department. It is very important that the student keep the original blue card for their own personal records.

2) Fingerprinting - the BON has notified the ADN Department that an applicant needs to complete the fingerprinting process (TX Service Code Form). The applicant will receive an email notice from the ADN Department regarding the requirement to complete this process. If the applicant has a completed and cleared (negative) background check, the applicant will receive a blue card in the mail from the BON. The student will provide a copy of the blue card to the ADN Department. It is very important that the student keep the original blue card for their own personal records. If the applicant has a positive background check, the BON will notify the applicant that a petition for a “Declaratory Order” must be submitted. If the nature of the issue can be resolved within the delegated authority of the Operations Department at the BON, there will be no charge. If the nature of the criminal issue is beyond the delegated authority of the Operations Department, it must be transferred to the Enforcement Department for review. These applicants will be required to pay the $150 review fee for the investigation.

3) Declaratory Order - the BON has notified the ADN Department that you are in the process of completing a declaratory order. Once the declaratory order is complete the student will receive an application for licensure by examination letter in the mail from the BON. The student will provide a copy of this letter to the ADN Department. It is very important that the student keep the original letter for their own personal records.

Declaratory Order Information: Applicants who have a positive criminal history in any of the following will be required to go through the DO process: convicted of a misdemeanor; convicted of a felony; pled nolo contendere, no contest, or guilty; received deferred adjudication; placed on community supervision or court-ordered probation, whether or not adjudicated guilty; sentenced to serve jail or prison time; court-ordered confinement; been granted pre-trial diversion; arrested or have any pending criminal charges; cited or charged with any violation of the law; subject of a court-martial; Article 15 violation; or received any form of military judgment/punishment/action (You may only exclude Class C misdemeanor traffic violations.) Petition for DO application is found on the BON web page: http://www.bon.texas.gov/forms_declaratory_order.asp
**Nursing Campus Connect Registration Session (recommended attendance):** this session will assist students that have been accepted into the ADN program with the nursing registration process. Students currently accepted into the ADN program will be permitted to register for nursing classes following this session.

- **Vernon College Century City Center ITV 302 or Vernon Campus ITV 423**  
  **Tuesday, July 24**  
  **4:00 p.m. to 5:00 p.m.**

**Pre-program Introduction Session (mandatory attendance):** All students accepted to the program are required to attend the pre-program introduction. Students who fail to attend pre-program introduction may not be permitted to register for summer LVN-RN Transition program courses.

- **Vernon College Century City Center 302**  
  **Wednesday, August 15**  
  **9:00 a.m. to 1:00 p.m.**

The following items will be discussed:

- **Nursing Campus Connect Registration**
- **Health Record:**
  - Current BLS/BCLS CPR Card for health care providers
  - Current health insurance documentation
  - Completed ADN Physical Form (chiropractor physicals will not be accepted)
  - Confirmation of current tetanus/diphtheria, measles, mumps, rubella, varicella, tuberculosis, influenza, and hepatitis B series vaccines
- **Confirmation of Clear Criminal Background Check:**
  - Copy of blue card or
  - Copy of application for licensure by examination letter (declaratory order)
- **ADN Handbook:**
  - Bring a copy printed from the ADN Home Page

**RE-ADMISSION STUDENTS ONLY:**

**Re-admission Letter of Explanation:** Students are required to upload a letter of explanation with the nursing application. Please explain in the letter the reason for being unsuccessful in the nursing program and why you feel you can be successful at this time (be specific).

Students who have failed one RNSG course (other than Nursing Pathophysiology) may apply for re-admission. Students who have failed two or more nursing (RNSG) courses will be dismissed from the ADN Program and are not eligible for re-admission unless extenuating circumstances are approved by the Nursing Admissions and Review Committee (See the ADN Student Handbook).

RNSG 1311 (prerequisite course) will only need to be retaken if it has exceeded the 3 year limit by the first day of class.

**Note:** If a student is accepted as a new generic student after failure of one RNSG course (other than Nursing Pathophysiology) in the previous enrollment, the 2nd course failure rule continues to apply (see ADN Student Handbook). The initial failure will count as the 1st failure and, if a student fails a course in the new enrollment, it will count as the 2nd failure and will result in dismissal from the program.
Due to possible program changes, this program checklist will be updated by December 1, 2017.